

**Town of Cornwall
Regular Council Meeting
November 22, 2023, 4:30 PM**

- 1) **Call to Order**
- 2) **Land Acknowledgement**
- 3) **Approval of Agenda/Additions to Agenda**
- 4) **Disclosure of Conflict of Interest**
- 5) **Approval of Previous Minutes**
 - a) Regular Meeting October 25, 2023
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declarations**
- 8) **Committee of Council**
 - a) **Minutes/Reports**
 - i) Minutes – October 18 2023
 - b) **Resolutions**
 - i) Access 2 Card Program
 - ii) Meeting Schedule
- 9) **Environment and Sustainability – Councillor Herlihy**
- 10) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) October 4, 2023
 - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
- 11) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes – October 11, 2023
 - ii) Manager's Report – November 2023
 - b) **Resolutions**
 - i) 55+ Games
 - ii) Active Transportation Fund Application
- 12) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - i) Minutes October 4, 2023
 - ii) Public Meeting – October 19, 2023
 - b) **Resolutions**
 - i) Development Bylaw Amendment 422D – 1st Reading
 - ii) General Land Use Plan Amendment
 - iii) Preliminary Approval – Primrose Point Phase 1
 - iv) Preliminary Approval – Primrose Point Phase 2
 - v) Development Bylaw 422C Second Reading
 - vi) Development Bylaw 422C Formal Adoption
- 13) **Public Works – Councillor Campbell**
- 14) **Water/Sewer Utility – Councillor Barnes**
- 15) **Correspondence**
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, October 25, 2023
4:30 PM**

Present: Mayor Minerva McCourt – presiding
Deputy Mayor Jill MacIsaac
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Elaine Barnes
Councillor Cory Stevenson

Also: Kevin Coady – CAO
Wendy MacKinnon – Corporate Services Manager
Lori Bingley – Corporate Services Coordinator
Spencer Hay – Manager of Planning and Development

Regrets: Councillor Judy Herlihy

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm.
There was no public in attendance.

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Barnes moved, seconded by Deputy Mayor MacIsaac, that the agenda be approved as circulated with the addition of 15a by Councillor Stevenson.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Mayor McCourt will recuse herself for 12-b-7 due to family connection.

APPROVAL OF THE MINUTES

- a) **September 27, 2023, Regular Council Meeting:** Deputy Mayor McIsaac moved, seconded by Councillor Stevenson that the minutes of September 27, 2023, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**

- i) **Minutes – September 20, 2023** - included in the package.
- ii) **2nd Quarter Financials**

b) **Resolutions:**

COC-25-2023 – Donation – PEI Curling Hall of Fame and Museum

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Steven Campbell**

Whereas: The Cornwall Curling Club is hosting the 2023 PEI Curling Hall of Fame Induction Ceremony at the Cornwall Curling Club;

And Whereas: The Town of Cornwall has previously financially supported the Ceremony when it was held in Cornwall;

And Whereas: The Town has again been requested to support the event;

Therefore, be it Resolved: That the Town of Cornwall donate \$200 to the PEI Curling Hall of Fame Induction Ceremony.

Motion Carried

COC-26-2023 Ad Purchase – Courageous Companions

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

Whereas: Courageous Companions of Canada provides service dogs at no charge to injured veterans and first responders in Canada, is a 100% volunteer driven organization, and have requested that the Town of Cornwall support the organization through the purchase of an advertising space in their Courageous K9 magazine;

And Whereas: The Town of Cornwall has been a supporter of this organization and values the services provided to injured veterans and first responders;

Therefore, be it Resolved: That the Town of Cornwall purchase a colour business card size ad in the Courageous K9 magazine for the amount of \$295 plus HST.

Motion Carried

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:** The Committee did not meet.
- b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

- a) **Minutes/Reports:**
 - i) **Minutes – September 6, 2023** – Included in the package. Councillor Frizzell provided the following updates:
 - There was presentation from the Canadian Red Cross Emergency Coordinator highlighting emergency management logistics and volunteer availability.
 - There was discussion with the Town's consultant Aaron Campbell and the work on the Town's Emergency Plan.
 - Council and staff will be participating in Provincial EMO's Incident Command System 100 (ICS) training in early November.
 - T3 Transit was recently in the news reporting all-time high ridership numbers. Cornwall is projected to surpass 30,000 fares for the first time this year.
 - CAO Coady noted that the Capital Area Transit Consultant's "Let's Talk Transit" will hold a virtual Open House on October 26.
 - ii) NRRFD, RCMP, Bylaw, Humane Society, Transit Reports
- b) **Resolutions:** Nil

PARKS AND RECREATION

- a) **Minutes/Reports:**
 - i) **Minutes – September 13, 2023** – included in the package. Councillor Stevenson provided the following updates:
 - Upcoming Halloween events:
 - October 27th 6-730pm – Youth Halloween Dance for grades 3-6.
 - October 28th 4-530pm – Children's Halloween Activities and Trail Walk.
 - October 28th 630-8pm – Annual Haunted Woods, admission by donation.
 - The Holiday event schedule is being worked on and will be released soon.

- The scoreboards at the Terry Fox Complex are not working and are unfixable due to outdated technology. Staff are getting prices and new ones will be considered for next year's budget.
- Local sports updates and congratulations to the following:
 - Cross Country Running:
 - a. Eliot River received Gold in Pre-novice girls and Bronze in Novice girls.
 - b. East Wiltshire received Gold in Bantam girls and Gold in Intermediate boys.
 - c. Bluefield won the Championship in Juvenile women's and Bronze in Individual.
 - Bluefield men captured their first AAA Baseball championship.
 - Bluefield saw great results at the recent Golf Championships:
 - a. Bronze – Female team.
 - b. Gold – AAA Men.
 - c. Silver – second AAA Men's team.
- Councillor Stevenson recently attended the Communities 13 AGM as Cornwall's representative. Discussions included recent letters sent from the Town.
- The Veteran's Dinner will take place on November 4th 2pm at the Kingston Legion.
- Thanks again to all Town staff, the Event Committee and volunteers for all their efforts to make events successful.

ii) **October Manager's Report** - included in the package.

b) **Resolutions:** Nil

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

i) **September 6, 2023** – included in the package.

ii) **Public Meeting** – October 31, 2023 - included in the package.

b) **Resolutions:**

PL-22-2023 – Development Bylaw Amendment #422C – 1st Reading

Moved by Councillor

Jill MacIsaac

Seconded by Councillor

Steven Campbell

Whereas: Council has undertaken a review of the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 (the “Bylaw”) and considered several amendments for the Bylaw;

And Whereas: the proposed amendments to the Bylaw were presented to the public at an open meeting held on August 31, 2023;

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw, including comments from the Public;

Therefore, be it Resolved: that Bylaw #422C, a bylaw to amend the Town of Cornwall’s Zoning and Subdivision Control (Development) Bylaw #422, is hereby read and approved a first time.

Motion Carried

PL-23-2023 - Variance – 22 Townview Crescent

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received a Development Permit Application on September 6, 2023, for an above-ground pool and fence at 22 Town View Crescent, being PID 1037183.

And Whereas: A subsequent Variance Application was received requesting a 46.7% Rear Yard setback Variance for the location of a proposed above-ground pool.

And Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, including Section 21.

Therefore, be it Resolved: That Council grant approval to allow a 46.7% Rear Yard setback Variance relating to Development Permit Application C-150-23 at 22 Town View Crescent, being PID 1037183.

Motion Carried

PL-24-2023 – Special Permit – 39 Livingston Crescent

Moved by Councillor Steven Campbell
Seconded by Councillor Corey Frizzell

Whereas: The Town received a Development Permit Application on September 22, 2023, for an

accessory building at 39 Livingston Crescent, being PID 1151968 (the “Property”).

And Whereas: The Application requests placing the Accessory Building in the Front Yard adjacent to the attached garage and driveway of the Property due to accessibility requirements.

And Whereas: Placement of an Accessory Building in the front yard requires a Special Permit pursuant to Section 4.4.1.6 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

Therefore, be it Resolved: That Council grant approval of the Special Permit to allow an Accessory Building in the Front Yard at 39 Livingston Crescent, being PID 1151968, in accordance with the site plan submitted with the Application.

Therefore, be it Further Resolved: That should the property change ownership, the property shall be brought into compliance by moving the Accessory Building to the side or rear yard, subject to all other provisions of the Bylaw.

Motion Carried

PL-25-2023 – Special Permit – 522 Capital Drive

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

Whereas: The Town received a Development Permit Application on August 1, 2023, for a three (3) storey 18-unit Apartment Dwelling at 522 Capital Drive, being PID 245613, which is zoned General Commercial (C1).

And Whereas: Apartment Dwellings are a Special Permit Use in the General Commercial (C1) Zone pursuant to Section 14.3.1 of the *Zoning & Subdivision Control (Development) Bylaw #422*.

And Whereas: Council has considered the Town of Cornwall 2022 *Official Plan* and the *Zoning & Subdivision Control (Development) Bylaw #422* and determined the development would not unduly impact adjacent properties.

Therefore, be it Resolved: That Council grant approval of a Special Permit Use to allow a three (3) storey 18-unit Apartment Dwelling at 522 Capital Drive, being PID 245613, subject to review by the Department of Environment, submission of satisfactory engineering and architectural plans to the Town, and entering into a Development Agreement with the Town.

Motion Carried

PL-26-2023 – Preliminary Approval – Jessie Street Development

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

Whereas: The Town received an application to sever the existing Jessie Street Extension road corridor from PID 246884 and append to the Public Right of Way, and subsequent Development Application for construction of two (2) 6-unit Townhouses on the remnant of PID 246884.

And Whereas: The Property is zoned Planned Unit Residential Development (PURD), and the Subdivision and Development Concepts were presented at a Public Meeting on August 31, 2023;

And Whereas: Preliminary Approval is subject to further review and document submissions including but not limited to legal survey plans and engineered drawings to finalize development and subdivision conditions and grant Final Approval;

And Whereas: Council has considered the Town of Cornwall *Official Plan* and *Zoning and Subdivision Control (Development) Bylaw #422*;

Therefore, be it Resolved: That Council grant Preliminary Approval to sever the constructed road corridor from PID 246884, as depicted in Plan of Survey drawing 22-004-S01 dated August 16, 2023.

And be it further Resolved: That Council grant Preliminary Approval for Development of two (2) 6-unit Townhouses on the remnant of PID 246884, as depicted in the Preliminary Survey Plan drawing 20235-DP dated February 28, 2022, subject to the Developer entering into a Development Agreement with the Town.

Motion Carried

PL-27-2023 – Lot Consolidation – Lakeview Drive

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Steven Campbell**

Whereas: The Town received an application to consolidate nine (9) lots on Lakeview Drive, being PIDs 431486, 419291, 419309, 245308, 464859, 464891, 464909, 464917, and 464867 (the “Properties”).

And Whereas: The Properties are zoned Planned Unit Residential Development (PURD), and the consolidation concept was presented at a Public Meeting on August 31, 2023;

And Whereas: Preliminary Approval is subject to further review and document submissions including but not limited to legal survey plans and engineered drawings, to finalize subdivision

conditions and grant Final Approval;

And Whereas: Preliminary Approval of said consolidation of lots does not amend the approved Planned Unit Residential Development (PURD) Zoning granted by Council Resolution PL-19-2017 on November 15, 2017, and subsequent 30-unit Townhouse Development Concept.

And Whereas: Council has considered the Town of Cornwall *Official Plan and Zoning and Subdivision Control (Development) Bylaw #422*;

Therefore, be it Resolved: That Council grant Preliminary Approval to consolidate nine (9) lots on Lakeview Drive, being PIDs 431486, 419291, 419309, 245308, 464859, 464891, 464909, 464917, and 464867, as depicted in Plan of Survey drawing 23-014 dated March 3, 2023, subject to entering into a Subdivision Agreement with the Town.

Motion Carried

Mayor McCourt left the meeting at 4:57pm – Deputy Mayor MacIsaac assumed the Chair position.

PL-28-2023 – Variance – 202 Cornwall Road

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Elaine Barnes**

Whereas: The Town received a Development Permit Application on September 14, 2023, for a two (2) storey building containing a business office with additional industrial use, at 202 Cornwall Road, being PID 777557.

And Whereas: A subsequent Variance Application was received requesting a 45ft Front Yard setback Variance for the location of the proposed building.

And Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, including Section 21.

Therefore, be it Resolved: That Council grant approval to allow a 45ft Front Yard Setback Variance, resulting in a 70ft Front Yard Setback, relating to Development Permit Application C-159-23 at 202 Cornwall Road, being PID 777557, subject to entering into a Development Agreement with the Town.

Motion Carried

Deputy Mayor MacIsaac noted that the Development Bylaw previously mandated a minimum 25ft setback and that the current maximum 25ft setback was an error in the revised Development Bylaw. This error is the reason these two setback variances are required. There will be a proposal put forward to amend this.

Mayor McCourt returned to the meeting at 5:02pm and resumed as Chair.

PL-29-2023 – Variance – 68 WB MacPhail Drive

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

Whereas: The Town received a Development Permit Application on September 27, 2023, for a one (1) storey self-storage building at 68 W.B. MacPhail Drive, being PID 1063098 (the “Property”).

And Whereas: A subsequent Variance Application was received requesting a 187.5ft Front Yard setback Variance for the location of the proposed building.

And Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, including Section 21.

Therefore, be it Resolved: That Council grant approval to allow a 187.5ft Front Yard Setback Variance, resulting in a 212.5ft Front Yard Setback, relating to Development Permit Application C-165-23 at 68 W.B. MacPhail Drive, being PID 1063098, subject to entering into a Development Agreement with the Town.

Motion Carried

PUBLIC WORKS

a) Minutes/Reports:

a) Minutes – September 27, 2023, included in the package. Councillor Campbell provided the following update:

- Work at the Civic Centre which included doors, lighting, change table and acoustic panels, has been completed.
- Town Hall repairs including lettering, exterior window caulking, and roof snow guard installation has been completed. Work is still to be done on walkways.
- Staff will post on social media for residents to avoid on street parking in winter to allow for snow removal.
- There has been occasional graffiti on the blower building.
- The Synergy Signs proposal is still in progress.
- There will not be a meeting for October.
- Deputy Mayor MacIsaac would like to see a request sent to the Province to have speeds reduced on Cornwall Road.
- There was discussion on crosswalk painting and potential locations for additional crosswalks.

b) Resolutions: Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports:** The Committee did not meet.
- b) **Resolutions:** Nil

CORRESPONDENCE

- Councillor Stevenson passed along condolences to Darrel Constable and family on the recent passing of Beth Constable.
- Mayor McCourt congratulated Mark MacDougall from Eliot River School on his recent induction into the St FX Hall of Fame.
- Mayor McCourt provided a reminder of the 8pm Trick or Treating curfew.
- Mayor McCourt noted that the Remembrance Day Ceremonies will take place at the Clyde River Cenotaph.
- Councillor Barnes apologized for being unable to attend the public meeting as she was attending the Annual FPEIM meeting with Minister Lantz. There were great discussions on Land Use Planning and supporting Municipalities. If Council have anything to bring to a future meeting, please pass along.
- Councillor Campbell reminded Council of the Eliot River Scream Park taking place this evening. Thank you to the Town for their continued support of the event.
- Councillor Frizzell noted that October 29th would be the last regular season games for the PEI Tackle Football season. The U14, U16 and U18 Cornwall teams will be playing against the three Charlottetown teams at the Terry Fox Sports Complex at 11am, 1pm and 3pm.
- Councillor Frizzell noted that November 5th is Championship Sunday for the Community Tackle Championship games: U14 Ross Young Memorial at 11:30am, U16 Ed Hilton Memorial at 2pm and the U18 Potato Bowl at 4:30pm.
- Mayor McCourt reminded everyone that the Food Drive drop off locations for Saturday are at the NRRFD, Good's Independent Grocer, Cornwall Lion's Club and York Point Community Centre.

OTHER BUSINESS

Nil

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:21pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
October 18, 2023, 4:30 PM**

Chair **Mayor Minerva McCourt (Deputy Chair)**

Present: **Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Cory Stevenson**

Also: **Kevin Coady – CAO
Tracey MacLean – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Spencer Hay – Manager of Planning and Development**

Regrets: **Deputy Mayor Jill MacIsaac
Councillor Elaine Barnes
Councillor Judy Herlihy**

CALL TO ORDER

Mayor McCourt called the meeting to order at 4:31pm.

There was one member of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the agenda be approved as circulated with the following additions:

- Councillor Campbell – Public Works Minutes
- Councillor Stevenson – Scholarships 7b

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the minutes of September 11, 2023, be approved as circulated.

Motion Carried

DELEGATIONS/PUBLIC INPUT

Town of Cornwall CADC Director – Tim Hamel – Resident Tim Hamel represents the Town on the CADC Board. Tim reported that he sits on the financial committee of the board. He noted that most of the projects have been completed and there is an appetite for more projects. He suggested that is Council has any ideas for future projects to pass them along. There was discussion that there does need to be more commercial development in the Town. Council thanks

Tim for representing the Town on the Board.

FINANCE/ADMINISTRATION

- a) Second Quarter Financial Statements – CAO Coady noted that as was reported in the news, the Town will be paying back the Provincial overpayment over two years.
- b) Scholarships – Councillor Stevenson requested that Council think about scholarship options for a future meetings discussion. Staff will get examples of what other Municipalities are doing.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes –
 - (i) Minutes – September 11, 2023 - The Committee did not meet in October.
- b) Information Items – The Town recently held a tree pruning workshop for Town and CAWG staff.
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes
 - (i) Minutes – September 6, 2023 – Councillor Frizzell provided the following updates:
 - Red Cross presented at a recent meeting and reported that they have a limited number of volunteers. It was suggested that they set up recruitment booths at future Town events.
 - Consultant Aaron Campbell continues to work on the Town’s EMO plan and Reception Centre plan.
 - November 8 – EMO Training for Council and staff.
 - November 18 (8-11am) EMO Plan and Bylaw review with consultant Aaron Campbell.
 - Transit numbers are up significantly.
- b) Information Items
 - (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) were included in the package.
 - (ii) Transit Study – Consultant Open House – October 19, 5-8pm Town Hall
- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
 - (i) Minutes – September 13, 2023 - Councillor Stevenson provided the following updates:

- Cornfest was a huge success with all events being well attended and lots of positive feedback.
- MacPhail Park upgrades are scheduled for the spring and new equipment has been ordered.
- Halloween Events – The Youth dance will take place on Friday, October 27 and the Haunted Woods will take place on Saturday, October 28.
- The Christmas event schedule will be released soon.
- Councillor Frizzell requested an update on the scoreboard. Manager Meunier is looking into prices for next year’s budget. Interim score keeping measures will be available for the meantime.
- Councillor Frizzell would like to see a budget breakdown for Town events in future budgets.

(ii) Manager’s Report – October 2023

b) Information Items – Nil

c) Requests for Decision – Nil

PLANNING

a) Reports/Minutes

(i) Minutes – September 6, 2023

(ii) Minutes – Public Meeting – August 31, 2023 – The public meeting presented the Development Concept for the proposed Jessie Street Subdivision Development, Lakeview Drive Consolidation and Proposed Amendments to the Zoning & Subdivision Control Bylaw #422. Approximately 20 people were in attendance. There were no major concerns brought forward.

b) Information Items

(i) Public Meeting – October 19, 2023 – APM Centre – Proposed amendments to the Zoning & Subdivision Control Bylaw #422.

c) Request for Decision

(i) 22 Townview Crescent – Variance – It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Council grant approval to allow a 46.7% Rear Yard setback Variance relating to Development Permit Application C-150-23 at 22 Town View Crescent, being PID 1037183.

(ii) 39 Livingston Crescent – Special Permit - – It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that Council grant approval of the Special Permit to allow an Accessory Building in the Front Yard at 39 Livingston Crescent, being PID 1151968, in accordance with the site plan submitted with the Application and should the property change ownership, the property shall be brought into compliance by moving the Accessory Building to the side or rear yard, subject to all other

provisions of the Bylaw.

- (iii) 522 Capital Drive – Special Permit - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Frizzell to bring forth a resolution to Council that Council grant approval of a Special Permit Use to allow a three (3) storey 18-unit Apartment Dwelling at 522 Capital Drive, being PID 245613, subject to review by the Department of Environment, submission of satisfactory engineering and architectural plans to the Town, and entering into a Development Agreement with the Town.
- (iv) Jessie Street – Preliminary – It was moved by Deputy Mayor MacIsaac and seconded by Councillor Frizzell to bring forth a resolution to Council that Council grant Preliminary Approval for Development of two (2) 6-unit Townhouses on the remnant of PID 246884, as depicted in the Preliminary Survey Plan drawing 20235-DP dated February 28, 2022, subject to the Developer entering into a Development Agreement with the Town.
- (v) Lakeview Drive – Lot Consolidation - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to bring forth a resolution to Council that Council grant Preliminary Approval to consolidate nine (9) lots on Lakeview Drive, being PIDs 431486, 419291, 419309, 245308, 464859, 464891, 464909, 464917, and 464867, as depicted in Plan of Survey drawing 23-014 dated March 3, 2023, subject to entering into a Subdivision Agreement with the Town.
- (vi) Zoning and Subdivision Control Bylaw Amendment – First Reading - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to bring forth a resolution to Council that Bylaw #422C, a bylaw to amend the Town of Cornwall's Zoning and Subdivision Control (Development) Bylaw #422, be read and approved a first time.
- (vii) PID #777557- Variance – This item was removed from the agenda. Due to a conflict there would not be quorum for the meeting to continue.
- (viii) 68 MacPhail Drive – Variance - It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that Council grant approval to allow a 187.5ft Front Yard Setback Variance, resulting in a 212.5ft Front Yard Setback, relating to Development Permit Application C-165-23 at 68 W.B. MacPhail Drive, being PID 1063098, subject to entering into a Development Agreement with the Town.

PUBLIC WORKS

- a) Reports/Minutes –
 - (i) Minutes – September 27, 2023 – Councillor Campbell provided the following updates:
 - Work at the Civic Centre (including doors, lights, acoustic panels and change table) has been completed. Councillor Stevenson requested that staff have the

- acoustic panel installers back to clean up the pencil marks from the ceiling.
- Public Works staff are working at the Town Hall on the front door, walkways and window maintenance.
- Stop Bars – There was discussion on getting the Province back to look at stop bars.
- Parking on roads for winter – staff will post to remind residents to avoid parking on the roads to allow for snow removal.
- There was discussion on areas that could use a crosswalk and painting of existing crosswalks.
- There was discussion on speed zones on York Point and Cornwall Roads. Deputy Mayor MacIsaac would like the Town to submit a request to the Province to have speed reduced.
- Citizens on Patrol raised concerns about a lack of a guardrail on Stephanie Drive where there is a big drop off.

b) Information Items – Nil

c) Requests for Decision – Nil

WATER/SEWER UTILITY

a) Reports/Minutes –

- (i) Minutes – September 5, 2023 – The Committee did not meet in October.
- (ii) Information Items - Nil
- (iii) Requests for Decision – Nil

CORRESPONDENCE

- PEI Curling Hall of Fame – Donation Request - It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall donate \$200 to the PEI Curling Hall of Fame Induction Ceremony.
- Courageous Companions – Ad Sponsorship Request - It was moved by Councillor Stevenson and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall purchase a colour business card size ad in the Courageous K9 magazine for the amount of \$295 plus HST.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 6:12pm.

JILL MACISAAC, CHAIR



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-27-2023 ACCESS 2 Card Program (Easter Seals)

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

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

Whereas: The ACCESS 2 Card Program, administered by Easter Seals Canada, was launched in 2004 to help ensure that entertainment, cultural and recreational opportunities are accessible to all;

And Whereas: Through the program, persons with permanent disabilities who require a support person carry a personalized ACCESS 2 card, and upon presentation of the card, participating venues provide a free or discounted admission for the support person while the person that has been issued the card pays the regular admission fee;

Therefore, be it Resolved: That the Town of Cornwall participate in the ACCESS 2 Card Program and provide free admission for a support person, accompanying an ACCESS 2 Card holder, to town entertainment and events that require admission to be paid.



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-28-2023 Regular Meeting Schedule

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Jill MacIsaac**

Whereas: Town of Cornwall administration offices are closed on the regularly scheduled date for the December regular meeting;

And Whereas: The *Municipal Government Act* requires that Council shall establish an annual schedule of meetings;

Therefore, be it Resolved: That the Town of Cornwall regular Council meeting initially scheduled for December 27 2023 at 4:30pm be rescheduled to December 20 at 4:30pm;

And, be it further Resolved: That Town of Cornwall Council regular scheduled meetings for 2024 be held on the 4th Wednesday of each month at 4:30pm, unless altered in accordance with the Town of Cornwall Procedural Bylaw #2019-01.

TOWN OF CORNWALL
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE
Wednesday, October 4, 2023, at 5:45pm

Attendance: Mayor Minerva McCourt, Corey Frizzell (Chair), and Elaine Barnes
Regrets: Judy Herlihy
Staff: Kevin Coady (CAO) and Emma Hicks (Clerk)
Public: None

1. CALL TO ORDER

Councillor Frizzell chaired the meeting which was called to order at 5:45pm

2. LAND ACKNOWLEDGEMENT

Councillor Frizzell welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3. APPROVAL OF THE AGENDA

It was moved by Councillor Barnes and seconded by Mayor McCourt that the Agenda be approved as read.

CARRIED

4. APPROVAL OF THE MINUTES

It was moved by Mayor McCourt and seconded by Councillor Barnes that the Minutes of September 6, 2023, be approved as read.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. PRESENTATIONS

a. Evan Brown – Left Turn Right Turn Transit Ltd. Transportation Consulting

The Capital Area Transit Coordinating Committee (CATCC) has retained Left Turn Right Turn Transit Ltd. (LTRT) to conduct a review of the regional transit system and make recommendations to update the Regional Transit Plan. Mr. Brown is a Transit Innovator with LTRT and met with the Committee to provide an overview of the study and get feedback from Committee members. Mr. Brown advised there are three phases to the study: Phase 1 is meeting with City/Town Councils and stakeholders; Phase 2 is engagement and presentation with the public at open houses; and Phase 3 is online engagement and final plan presentation.

The Committee discussed the cost of existing services versus quality of services received, and the costs associated with the improvement and expansion of services. The Town recently started offering an evening service at an increased cost, however more improvements are needed. Committee members discussed that the Town needs more routes within Cornwall, and routes that expand into neighbourhoods. Councillor Frizzell commented that transit use is growing, but people are not able to get places efficiently. The Committee discussed that there is currently a focus on feeding riders to/from Charlottetown, but residents should also be able to use transit within our community. Councillor Barnes commented that routes and times should line up with other services

such as schools, daycares, and visiting hours at the hospital. The Committee discussed that there are gaps in service, such as route frequency, location of stops, evenings, holidays, and Sunday service; many people do not work only Monday to Friday during the day.

As part of the engagement and presentation phase of the transit study, the Committee decided the open house will be held at Town Hall on October 19, 2023, 5pm-8pm. Councillor Frizzell thanked Mr. Brown for meeting with the Committee.

7. REPORTS:

- a. T3 Transit: No comment.
- b. North River Fire Department: No comment.
- c. Bylaw Enforcement: No comment.
- d. Animal Control: No comment.

8. ITEMS FOR DISCUSSION

- a. EMO Incident Command System 100 Course – November 8, 2023:
CAO Kevin Coady advised the Committee that the course will take place on Wednesday, November 8, 2023, and will confirm attendance numbers.
- b. Emergency Measures Plan Workshop – November 18, 2023:
CAO Coady advised that the workshop will take place on Saturday, November 18, 2023.

9. IN CAMERA MGA s.119

NIL

10. OTHER BUSINESS

NIL

11. ADJOURNMENT:

The meeting was adjourned at 6:54pm.

COREY FRIZZELL, Chair
Councillor

KEVIN COADY
Chief Administrative Officer

Kevin Coady

From: Matthew Cassidy <mccassidy@cochatlantic.ca>
Sent: November 10, 2023 2:41 PM
To: Kevin Coady; Lori Bingley
Cc: T3Transit Info
Subject: October Ridership
Attachments: Cornwall Ridership October.pdf; October Accidents.pdf; October Breakdowns.pdf; October Complaints.pdf; October Marketing.pdf

Hello Everyone,

Please find attached our monthly ridership for the Cornwall Transit System for October 2023

Monthly ridership for October 2023 was 2,907 and for October 2022 was 2,405. This is an increase of 21%

For 2023, we have a total ridership of 25,433 compared to 18,917 in 2022. This is an annual increase of 34% for total ridership in 2023.

The new evening route had ridership of 110 for the month.

Please let me know if you have any questions.

MMC

Matthew Cassidy, CPA, CA | President
Coach Atlantic Transportation Group
m.902.393.5039 | o.902.566.5664 Ext101
a.7 Mount Edward Rd, Charlottetown, PE, C1A 5R7
cochatlantic.ca | maritimebus.com



CORNWALL RIDERSHIP - OCTOBER 2023

Date	Day	Values			
		Sum of Cornwall U	Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Ridership
10/01/2023	Sun	32	7	33	0
10/02/2023	Mon	59	11	52	77
10/03/2023	Tue	79	3	69	128
10/04/2023	Wed	72	1	74	155
10/05/2023	Thu	66	2	54	151
10/06/2023	Fri	18	7	29	125
10/07/2023	Sat				61
10/08/2023	Sun				0
10/09/2023	Mon	66	7	65	0
10/10/2023	Tue	67	3	56	143
10/11/2023	Wed	64	5	69	131
10/12/2023	Thu	49	5	54	142
10/13/2023	Fri	28	2	24	110
10/14/2023	Sat				56
10/15/2023	Sun				0
10/16/2023	Mon	66	8	43	122
10/17/2023	Tue	66	4	62	133
10/18/2023	Wed	63	5	63	137
10/19/2023	Thu	59	4	46	111
10/20/2023	Fri	59	7	63	134
10/21/2023	Sat	19	7	16	45
10/22/2023	Sun				0
10/23/2023	Mon	48	7	62	124
10/24/2023	Tue	53	6	59	122
10/25/2023	Wed	53	12	50	119
10/26/2023	Thu	59	8	61	138
10/27/2023	Fri	51	10	61	124
10/28/2023	Sat	38	3	28	73
10/29/2023	Sun				0
10/30/2023	Mon	57	6	59	128
10/31/2023	Tue	55	7	51	118
Grand Total		1,346	147	1,308	2907

Route # (Multiple Items)

CORNWALL RIDERSHIP - OCTOBER 2023

Day	Values		Sum of Cornwall Ridership
	Non Paying	Paying	
Sun	0	0	0
Mon	451	644	1,095
Tue	644	542	1,186
Wed	542	493	1,035
Thu	493	235	728
Fri	235	2907	3,142
Sat			
Grand Total			

Total Ridership	2023			2022			2021		
	Monday - Friday	Paying	Non - Paying	Monday - Friday	Paying	Non - Paying	Monday - Friday	Paying	Non - Paying
Monday - Friday	2,907	2,672	-	2,405	2,145	-	1,665	1,473	-
Saturday	21	21	20	20	20	20	21	20	20
Average	127	127	107	107	107	75	127	107	75
Paying	235	235	260	260	260	168	235	260	168
Non - Paying	-	-	-	-	-	3	-	-	3
Working Days	4	4	4	4	4	5	4	4	5
Average	59	59	65	65	65	34	59	65	34

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

October 2023



Call Type	Number
Fire Alarms	2
Medical First Responder	2
Fuel Leak	1
Smoke from cooking	1
Motor Vehicle Accident	1

Fire Calls

	2020	2021	2022	2023
December	6 (6)	6 (6)	7 (7)	4 (4)
January	6 (12)	7 (13)	7 (14)	7 (11)
February	3 (15)	7 (20)	4 (18)	6 (17)
March	4 (19)	3 (23)	9 (27)	3 (20)
April	9 (28)	3 (26)	3 (30)	5 (25)
May	3 (31)	3 (29)	3 (33)	11 (36)
June	5 (36)	11 (40)	4 (37)	13 (49)
July	3 (39)	4 (44)	7 (44)	18 (67)
August	6 (45)	8 (52)	8 (52)	7 (74)
September	5 (50)	7 (59)	12 (64)	12 (86)
October	6 (56)	6 (65)	14 (78)	7 (93)
November	4 (60)	4 (69)	13 (91)	
Cornwall Totals	60	69	91	
NRFD Overall Totals	183	186	241	

Call Types

	2020	2021	2022	2023
Motor Vehicle Accidents	17	12	16	13
Misc. Fire type calls	7	17	28	15
Fire Alarms	15	22	19	30
Medical First Responder	11	10	19	26
Carbon Monoxide Alarms	4	1	3	2
Structure Fires	1	1	1	1
Vehicle Fires	2	2	1	1
Water Rescue	1	3	0	
Off-Road Rescue	0	0	1	
Ice Rescue	0	0	0	

MAYOR'S REPORT - Town of Cornwall - October 2023

	2023	2022	YTD 2023	YTD 2022
TRAFFIC OCCURRENCES				
Traffic Collisions	7	4	58	47
Traffic Related	27	29	212	254
Check Stops			2	5
Other Criminal Code				
Impaired Operations	4	2	30	21
Dangerous Operations				
Off Road Vehicles Act		1	3	2
Other				
PROVINCIAL STATUTES				
Liquor Act		1	6	5
Fire Prevention Act	1		6	5
Litter Act			1	4
Child Welfare Act		1	4	8
Coroner's Act	1		5	2
Dog Act			1	1
Family Relations Act			5	3
Mental Health Act	2	3	38	40
Cannabis Act			1	2
911 Act	7	1	40	20
Trespass Act		3	12	21
Municipal By-laws	1		7	4
Quarantine Act				2
Other	1		6	4
FEDERAL STATUTES				
Firearms Act	1		1	
Explosives Act				
Youth Criminal Justice Act				
Excise Act				
Other				
CRIMINAL CODE				
Fail to Comply	3	2	12	9
Disturbing the Peace	2	3	39	25
Public Mischief				1
Criminal Harassment		2	6	8
Breach of Peace		1	3	5
Disobeying of Court Order	1		5	4
Other	2		5	6
NATIONAL SURVEY				
Prisoners Held				
Other				
DRUG ENFORCEMENT				
Trafficking			1	
Production				
Possession			1	
Other				
CRIMES AGAINST PERSONS				
Sexual Assault	1		4	4
Sexual Offences			1	1
Harassing Communications	1		8	19
Harassment	3		4	
Uttering Threats		1	14	12
Assault	3	2	26	15
Assault with a Weapon			3	3
Other		1	11	1
CRIMES AGAINST PROPERTY				
Theft Under	12	9	76	59
Theft Over				1
Theft of Motor Vehicle			4	
Property Obtained by Crime			1	2
Mischief	9	6	95	57
Fraud	2		17	12
Break and Enter	3		12	5
Other	1		4	
COMMON POLICE ACTIVITIES				
Index Checks	52	51	446	386
Suspicious Persons	1	2	30	37
False Alarms	4	9	52	67
Item Lost/Found			10	14
Demonstrations/Property				1
Assistance General Public	5	6	50	60
Assistance to Other	1		21	34
Other				
TOTAL	158	140	1397	1298
SOIS Issued	16	25	307	307
Warnings Issued	4	6	111	93
Number of Complaints in the Community	106	89	951	912

Cornwall Mayor's Report

October 2023

Traffic Occurrences:

Traffic Collisions:

There were seven traffic collisions in October; three with reportable damage.

- Main Street
- Route 1 (3)
- W B MacPhail
- Lakeview Drive
- Cornwall Road

Cornwall members responded to twenty-seven traffic complaints and four impaired operations. Members issued the following summary offence tickets (SOTS) and warnings:

Summary Offence Ticket:	Total:
Speeding	7
Non-moving	6
Suspension	1
General Provision	2
Total:	16

Warnings:	Total:
Non-moving	2
Insurance	1
Speeding	1
Total:	4

Provincial Statutes:

911 Act:

Cornwall RCMP received seven calls under the 911 Act in October; all were misdials. Five of the calls were from the same business; which was having phone issues.

Mental Health Act:

Cornwall RCMP received two calls under the Mental Health Act in October; both individuals were transported to the hospital for further assessment.

Coroner's Act:

Cornwall RCMP received one report under the Coroner's Act in October. An autopsy was completed.

Municipal By-Laws Act:

Cornwall RCMP received one report under the *Municipal By-Laws Act* in October. A truck was parked in a no parking zone adjacent to a handicap zone and the owner wouldn't move his vehicle. The owner was contacted and advised not to park there, he apologized.

Controlled Drugs & Substance Act:

Cornwall RCMP received one report under *the Controlled Drugs & Substance Act* in October. There was insufficient evidence to proceed.

Fire Prevention Act:

Cornwall RCMP received one report under the Fire Prevention Act in October of a fire near the trail in Cornwall. The complainant called back to say the fire was out and police were no longer required.

Federal Statutes:

Firearms Act:

Cornwall RCMP received one report under the Firearms Act in October. A couple of shots were heard but no one was seen and the exact origin of the shots was unknown. It was possibly people hunting waterfowl. There were no investigational leads.

Criminal Code:

Disturbing the Peace:

RCMP received two reports of Disturbing the Peace in October. The first was a complaint of an individual parking down a dead-end street, smoking drugs and sleeping in the car as well as leaving food wrappers on the ground. The car was there but it was locked and empty. The owner was spoken to and his son had the car visiting a friend. The second report was of a family member who was intoxicated and causing a disturbance. Everyone was calm and going to bed when members arrived.

Disobeying of Court Order:

RCMP received one report of Disobeying a Court Order in October. An individual contacted someone he was on conditions not to. The complainant wanted him spoken to and reminded not to call.

Fail to Comply:

RCMP received three reports of Failure to Comply in October. The first report was of a couple who were on an undertaking not to have contact with each other but have been travelling together. All parties were warned and both the crown and probation were notified. The other two reports were of two individuals who had breached their probation orders and were both served appearance notices.

Personating a Peace Officer:

Cornwall RCMP received one report of a male in a vehicle claiming to be a police officer. A thorough investigation was done and then determined it was an off-duty police officer, which was confirmed by dashcam footage.

Possession of Property Obtained by Crime less than \$5000:

Cornwall RCMP received one instance of Possession of Property Obtained by Crime in October. An individual had been arrested on an unrelated matter and found to be in possession of several stolen items.

Crimes Against Persons:

Assault:

Cornwall RCMP received three reports of Assault in October. The first was the report of a female and child being assaulted by a male. Members attended immediately and investigated. No assault took place and no male was at the residence. The individual who reported it was at a different residence and thought that is what he had heard. The second report was an altercation that took place at a house between two women over a man that was also at the location. The third report was from an individual who had been assaulted by her mother a week prior. When she returned home to get her car her mother wouldn't let her take it. The victim didn't wish to provide a statement about the assault. She was under 18 so a Child and Family referral was sent.

Sexual Assault:

Cornwall RCMP received one report of Sexual Assault in October. It was a report of a historical sexual assault and is currently under investigation.

Criminal Harassment:

Cornwall RCMP received three reports of Criminal Harassment in October. The first report was of things said during a child pick up exchange. It was a child custody matter, not a criminal matter. Child and Family will follow up on it with them. The second report was from an individual whose family member provided her address to someone she didn't wish to have it.

She does not want anything further done with it. The third file was ongoing unwanted communication from an ex. This is still under investigation.

Harassing Communications:

Cornwall RCMP received one report of Harassing Communications in October. The complainant was upset she received a call from the hospital that she was the emergency contact of her ex-husband. They had been divorced for almost thirty years and she was concerned he might be trying to make contact. Nothing criminal had occurred but was advised to phone police if he does make any unwanted contact.

Crimes Against Property:

Mischief:

Cornwall RCMP received nine reports of Mischief in October. All nine files had insufficient evidence for charges. One individual was arrested under the mental health act and transported to the hospital, where she was admitted.

Theft Under \$5000:

Cornwall RCMP received twelve reports of Theft Under \$5000 in October. Five of the files were gas drive off's, four were items stolen from vehicles, one was theft of alcohol, one was theft of medication from an apartment and one was a stolen Amazon package (which turned out not to be stolen).

Fraud:

Cornwall RCMP received two reports of Fraud in October. The first file was the report of an attempted rental scam which was caught before anyone was out any money. The second report was regarding air pods that were purchased on Marketplace. They turned out to be fakes. The offence happened in Charlottetown so they were directed to call City Police.

Break and Enter:

Cornwall RCMP received three reports of Break and Enter in October. The first report was from an elderly female who thought people were breaking into her home through closed and locked doors. She is believed to have dementia as this has happened several times. EMS was contacted and they attended. The second file was a break and enter into a home which is still under investigation. The third file was the report of a break and enter into a home's garage. The individual was identified but the complainant didn't wish to proceed with charges.

Trespass at Night:

Cornwall RCMP received one report of Trespass at Night in October. It was a report that there were a couple of people in the garage of a vacant residence. Members attended and it was the former resident. It was confirmed with the landlord that she was allowed to be there.

Common Police Activities:

False Alarms:

Cornwall RCMP responded to four False Alarm calls in October.

Suspicious Persons:

Cornwall RCMP responded to one complaint of Suspicious Persons/Vehicles in October.

Assistance to the General Public and Assistance to Others:

Cornwall RCMP responded to six requests for Assistance to the General Public/Agencies in October.

Criminal Record Checks:

RCMP conducted 52 criminal record/vulnerable sector checks for residents of Cornwall in October.

PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - October, 2023.

- Patrolling and monitoring open files.
- Oct 6 – Complaint about debris around Chances Day Care on Ferry Rd. I found nothing wrong. All toys were in fenced in back yard.
- Oct 13 – No new files.
- Oct 20 – No new files.
- Oct 27 - Checked 46 Lakeside again as neighbor is still complaining about back yard. I found no violations except pool was still up. Derelict vehicles are gone. House is now for sale.
- NOV issued to 15 Karen for new deck with no permit.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

**Town of Cornwall - Summary of Month & Year to Date
(April 2023 - March 2024)**

Category	Last Month		YTD
	YTD	October	
By-Law Cases - New	2	3	5
By-Law Cases - Closed	4	0	4
Humane - New	1	0	1
Humane - Closed	8	1	9
Dog Act - New	0	0	0
Dog Act Closed	1	0	1
Stray Dogs to Shelter	1	0	1
Stray Dogs Returned to Owner	1	0	1
Stray Cats to Shelter	7	0	7
Stray Cats Returned to Owner	0	0	0
Community Patrols	110	19	129
Licenses Issued	2	0	2
For The Record - New	0	0	0
For The Record - Closed	1	0	1
Health & Wellness - New	1	0	1
Health & Wellness - Closed (bites that break skin)	0	0	0
Total	139	23	162

Charges for Boarding of Unclaimed Stray Dogs

Board (5 days, \$22 per day)	0 dogs @ \$110	\$0.00
Euthanasia (\$75 per animal)	0 dogs @ \$75	\$0.00
	Total	\$0.00

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday October 11th, 2023, at 4:30 PM**

Attendance: Chair Cory Stevenson, Steven Campbell, Judy Herlihy
Staff: Kevin Coady, Kim Meunier, and Jennifer Hanus
Regrets: Mayor Minerva McCourt
Public: Chantal Batchilder

1) Call to Order

Councillor Cory Stevenson called the meeting to order at 4:30 pm.

2) Land Acknowledgement

Chair Cory Stevenson welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3) Approval of Agenda

Councillor Herlihy mentioned the Scholarship to Communities program and that it would be moved to the agenda for the November Council meeting.

It was moved by Councillor Campbell and seconded by Councillor Herlihy that the agenda be approved as submitted.

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

After a few grammatical corrections to the minutes of September 13th, 2023, it was moved by Councillor Herlihy and seconded by Councillor Campbell that those minutes be approved.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

- a) Councillor Stevenson asked Chantal Batchilder if she had reached out to any junior high schools yet about the Exploratory Volunteerism Program for grade 9 students. Chantal responded that the Events Committee had been focusing on reaching out to Bluefield High School first and was then going to touch base with East Wiltshire about the program.
- b) Commemorative Bench/Tree Program
 - i. Kim Meunier provided the committee with examples of memorial programs in other municipalities including Charlottetown, Sussex, Fredericton, and others.
 - ii. Chair Stevenson noted that it was nice to see the variety of memorials available from other municipalities including trees and shrubs.

- iii. Kim will follow up with Charlottetown to see about the price of their benches. The cost noted as \$2,000.00/bench.
 - iv. It was noted by Councillor Herlihy that the town of Sussex also offers a Bike Rack option.
 - v. Many of the municipalities offered maintenance and replacement of the bench or tree for a 10 year period
 - vi. Councillor Campbell mentioned that the cost of the program would depend on the cost of the bench we choose to offer to potential donors.
 - vii. Kim will compile a list of benches with photos and prices for the committee to review so the committee can decide on the bench and possibly the charge for each bench.
 - viii. Councillor Herlihy asked if the cost of the bench/tree would include the plaque as well and it was noted that the cost would include the bench, and pad to secure it to if needed, and the plaque.
 - ix. The timeline for installation/planting was discussed in regard to the Town laying out the time of year that installation of the benches or tree plantings would take place and the lead out time for installation/planting would be 10-12 weeks from the time they decided what they want to when it is installed.
 - x. Councillor Herlihy noted that some municipalities had wording on the placement of benches and such to limit the number of benches in locations around the Town
 - xi. It was noted that a tax receipt could be given to people who purchase a bench or a tree.
 - xii. Kim noted that there are bike racks at various locations throughout the Town including Town Hall, Murphy's Pharmacy, & the Independent Grocer.
- c) Cornwall Area Minor Ball Association (CAMBA) Batting Cage
- i. Kim reached out to Sydney from CAMBA following the September 13th meeting to provide the update that the Town would be willing to support the batting cage if it was placed on Town property at the Terry Fox Complex.
 - ii. Representatives from CAMBA visited the Terry Fox Complex to suggest a location for the batting cage. CAMBA suggested the area adjacent to the first base line of the upper field at the Terry Fox Complex would be a good location for the batting cage and Kim agreed with that location.
 - iii. Chair Stevenson asked if CAMBA had searched out any other donors. Kim responded that they had not, but they are part of the Hi5forKids 50/50 draw.
 - iv. Councillor Herlihy wondered if we would be able to book the batting cage out to other organizations and it was confirmed that we would be able to book it out to organizations.
 - v. Kim will reach back to CAMBA to confirm that they understand that the Town is willing to consider the donation if CAMBA agrees that it would be located on Town property at the Terry Fox Sport Complex and that the Town would be able to book it out to groups other than CAMBA. With these conditions in place, the committee would consider a donation of \$10,000.00 towards a new batting cage.
 - vi. It was noted by Kim that CAMBA could seek sponsorship by selling sign space on the outside of the batting cage to local businesses.
 - vii. There was discussion about the replacement of the scoreboards at the Terry Fox Complex

7) NEW BUSINESS

Kim provided an update to all committee members with information related to the below subjects in the form of the October Manager's Report.

A. Programs Update

- i. The recent PD Day on October 27th had 33 children registered.
- ii. All fall programs are now running with something on 5 nights of the week.
- iii. Ball Fitness and Chair Yoga continue to be popular with Cornwall seniors with about 25 people in each class.
- iv. There are 21 people registered in the Line Dancing class at the Civic Centre on Thursdays.
- v. Seniors Lunch on Thursdays is continuing to grow. Staff is finding it difficult to cook in the current kitchen at the Civic Centre for the large number of seniors (50-65 seniors attending).
- vi. It was noted that for the Kids in the Kitchen class, three small burner units were purchased as there was not enough space at the stove for all the kids to have a turn cooking.
- vii. Councillor Herlihy asked where the indoor pickleball was taking place, and that class is in the Westwood school gym. This program is aimed at the beginner level as opposed to the more advanced level. The Indoor program does not run in January and February as we do not have access to the Westwood Gym in those months. Kim is reaching out to Donna at the APM Centre to possibly arrange to have the program run at the APM Centre. Local players are also looking to play during the day as opposed to the evening. Youth and teens are also picking up pickleball and we have enough in the program to run the fall session.
- viii. It was noted that the lines for pickleball had not yet been painted on the tennis courts as there were cracks in the surface of the courts that had to be filled and sealed. Once that was done, the tennis courts then had to be painted. The paint had to be ordered from Greece and will not arrive until November or December. The cost to pain the lines on the tennis courts was quoted \$12,000.00 and does not include the paint. It was noted that this cost will need to be carried to the next years budget. Once the paint arrives, it may be possible to have Town staff paint the tennis courts.
- ix. Councillor Campbell mentioned that the Cornwall Comets were using the Eliot River Gym again and wondered if the Eliot River Gym was an option for us.
- x. Councillor Herlihy asked if it would be possible to use the APM Centre for some time slots during the day and Kim noted it would be easier to get time during the day for pickleball than the evening time slots.
- xi. Kim noted that the APM Centre books up pretty fast and that we were not able to book it for the Breakfast with Santa this year, however, it is booked for next year.

B. Events

i. Event Recap

1. Cornfest

- The Seniors Lunch was well attended with approximately 60 in attendance.
- The youth dance was also well attended with 60 youth in grades 3 – 6.
- Dessert BINGO was a well attended with more adults than usual due to the prizes being desserts. The Desserts were purchased from Mary's Cornwall Bakery. It was noted that following the BINGO there were

several people who went to Mary's to purchase pies, so it was a good boost for them.

- The yard sale saw all 30 tables at the Civic Centre booked for vendors to use. Despite it being the same weekend as the 70 Mile Yard Sale, there was a steady flow of people at the Cornwall Yard Sale. There were no individual home addresses registered for the yard sale.
- The Sunday afternoon Fun on the Hill event was a big success, with approximately 500 people attending.
- The family movie night location was moved to Town Hall and some families did not know but were directed to the new site. Families seemed happy with the timing for the Family Movie Night as it did not interfere with weekend plans or work.
- The Cornball Tournament is scheduled for October 14-15 with 11 teams currently registered.
- Meal on Wheels sent their thanks for being included in the Cornfest advertising and shared that \$700 was raised through a 50/50 draw for the Cornwall Meals on Wheels program.
- Citizens on Patrol had a booth set up at the Fun on the Hill and gave away chips, juice, and water.
- There were some events that did not go ahead due to low registration numbers and technical difficulties. It was discussed that the Thursday and Friday events be switched, with the trivia being on Thursday.
- The Tie Dye Station was a new addition to the event and was very popular, recommend doing it again.
- Kim noted that we were not expecting that many people and it was almost too busy, it was difficult to get breaks for the people working and volunteering.
- Councillor Campbell mentioned that we should up the budget for Cornfest by 10 – 15%. Councillor Herlihy agreed and suggested that we should increase the budget for all events as the population of the Town has grown quite a bit.
- It was suggested that the events on Saturday and Sunday be condensed in to one day to make a Fall Fair feel to the day as well as for volunteers who are able to make one day but not the other.
- Erin Court was closed to vehicle to prevent parking along the street. This kept the street clear allow for emergency vehicles if they needed to get in or out if needed.
- Councillor Campbell suggested that we fill in the ditch along Erin Court by the tennis courts and add additional parking to that area. It was noted by Kim that the area in question is problematic during the spring thaw season as there are drainage issues between Town property and the residents on Erin Court.
- Chair Stevenson noted that the blue Cornwall shirts were great, making volunteers and staff visible to the public.

ii. **Upcoming Events**

1. **Halloween**

- Two big events scheduled for Halloween – the Youth Dance on Friday October 27th, and the Haunted Trail on Saturday October 28th.
- The Children’s Event will be from 4-5:30pm, and the scary Haunted Trail will be from 6:30 – 8pm. Entry for both will be by donation.
- Eliot River Scream Park (put on by the school) is scheduled for October 25th, this is the first one since COVID.
- These events will not conflict as there is a big draw for Halloween events.
- Citizens on Patrol will be set up for the Halloween events on October 28th as security and volunteers to hand out glow sticks and such.
- Chair Stevenson will reach out to council members to see if they can help out with the Haunted Trails.

2. **Veteran’s Dinner**

- The dinner will be in person this year.
- Scheduled for November 4th, 2023 at 2pm at the Kingston Legion.
- Arrangements will be made for those who are not able to attend to receive a meal through delivery once the in person meal is over.
- Councillor Herlihy wondered about the capacity for the Legion, which is 150. In 2022, we delivered 125 meals to veterans.
- Veterans are invited via a phone call from Jenn Hanus.
- Kim will send an email to Town Councillors to invite them to the dinner.
- The guest speaker for the dinner this year will be LtCol Jennifer Arsenault.
- Each veteran will receive one drink ticket, and the Town will pay for it.
- Funding for the event is through Veterans Affairs.

3. **Staffing update**

- Jenna Deighan (Programs and Events Coordinator) has left the Town to work with the Provincial government and we wish her well in her new position.
- The position will be advertised soon.
- Chair Stevenson passed along his thank you to the staff and Events Committee for all the hard work put into the events.

C. **Facilities**

i. **Fall Ball**

1. This is an extension of CAMBA’s ball season past the end of the summer. This is great for the athletes but does add a strain to the staff as it a time when we don’t normally have the ball fields open.
2. The weather is not the best for the fall season keeping people off the fields.

ii. **Football booking**

1. The most recent Timberwolves football booking went over time until 11:45pm. This was their last booking of the season. In the future, the timing of their bookings will be looked at closer as they scheduled a game for each age group all on the same night with the start time for the first group at 4:30 and the last game starting at 9. This is not ideal as other games before that may run over, pushing the start time for the last game to after 9pm.

2. Councillor Campbell observed staff at the facility at 11:50pm still moving things to the clubhouse to store. It was noted that the staff member would need to be at the facility for 30-45 minutes after a game to clean up and put things away. This extends their hours for the day by quite a bit. This extra time will be billed to the club.
3. Kim will follow up with the General Manager of the football club about the use of the locker rooms in the club house. The teams were not to be using the locker rooms, however, they did access them and left them in a mess. A few things noted were that Hall of Fame shadow boxes were taken down and placed on the floor.
4. The football club was advertising a game on Facebook for Saturday morning, this was not on the schedule at the end of day Thursday. Kim contacted the General Manager and they told her they thought it had been booked. Kim had to call in a staff member to be onsite for that game.
5. Kim will follow up with the General Manager for the Timberwolves to provide feedback to them about making the schedule and taking in to account the need for extra time between games or scheduling fewer games in one booking as the field closes at 11pm
6. It was noted that there are no more home games for the Cornwall teams this season.
7. Charlottetown Privateers will be using the field on Sundays from 10-6.
8. Councillor Herlihy asked what we charged the team for the time over their booked times. Kim responded that there is no exact cost for any over time they have on the field as it is based on average hours.

8) **OTHER**

i. **Parade Float**

- a) Chair Stevenson reached out to the rest of the councillors for ideas for the parade float. He received one response with a vote of support for whatever the committee decides to do, but no suggestions for the theme.
- b) There was a discussion on what we would like to see on the float. Suggestions included:
 - i. Chair Stevenson - showcase Terry Fox and the Sport Complex as the best in Atlantic Canada. Including the trails around the Terry Fox Sport Complex in some way,
 - ii. Councillor Herlihy – Push the active trails in Cornwall as well as the naturalization of the trails. Show how active Cornwall is,
 - iii. Councillor Herlihy – promote Cornfest as a signature event with a giant corn mascot,
 - iv. Kim noted that we have a Town Mascot – Newton the Fox which was created when the Town amalgamated. It was also suggested that we should get a new mascot with the corn theme,
 - v. Councillor Campbell noted that the float can not be 100 things and that we would need to narrow it down to something specific, current and captivating,
 - vi. Chair Stevenson will bring the notes forward to the rest of the council to let them know we are working on getting some ideas,
 - vii. There was discussion at the Event Committee meeting of offering a Halloween Decorating Contest.

ii. Holiday Event List

a) The tentative list for the Christmas events is:

- i.* December 1st – Tree Lighting and chocolate bar BINGO
- ii.* December 2nd – Breakfast with Santa – the Lions Club has purchased an additional grill to help with the speed of service for the breakfast
- iii.* December 7th – Seniors Christmas Dinner – Turkey dinner provided by Sam’s Family Restaurant
- iv.* December 8th – Holiday Trivia
- v.* December 9th (rain date December 10th) – Christmas Parade. Kim has contacted the Police Academy to provide security at street closure locations for this event. If we are not able to get the Police Academy we will hire a security company to help. We are coordinating with North River Fire Hall to have them finishes their Christmas Tour with the parade.
- vi.* December 12th – Christmas Light Tour – the committee discussed changing it up this year to have two different times for the tour (6-7 & 7:30-8:30) to allow more people to join in. The suggestion was to have the tour around Cornwall only and use it as a way to judge part of the Holiday Decorating Contest.
- vii.* December 19th – Family Movie Night
- viii.* All month - Holiday Decorating – Chair Stevenson asked if the categories were settled for this year and that it is individual homes and not entire streets that are entered.
- ix.* Possibility of a Family Skate in December. The cost for the 2 hours is \$300.

9) IN CAMERA

NIL

10) NEXT MEETING

The next Parks and Recreation Committee meeting will be held Wednesday, November 8th at 4:30 pm.

11) ADJOURNMENT

Meeting adjourned at 6:15pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

**TOWN OF CORNWALL
PARKS & RECREATION DEPARTMENT
- NOVEMBER REPORT-**

Camp Update

• **After School Camp**

- Children have been given time for homework, as well as active games and arts/crafts. Children also had a dance party on October 30th as a Kids choice request.
- A new gaga ball pit has been installed at the Civic Centre. The money raised from the youth ball hockey tournament offset the cost of this. The children are very excited about this.
- To assist with behaviour control a new reward system has been developed. The children have punch cards and can earn 3 punch points per day. When they get to 30, they get to choose a treat out of our prize bin. Children earn points by helping clean up, being helpful to other campers.
- The baking club began at the end of October with a small group doing a weekly baking lesson.
- Pd day Oct 27th had 33 children registered. A group of children made cookies for the group to have after lunch. Children requested to do the beep test and thought it was great. Those who chose not to participate in that activity did Halloween coloring sheets and crafts in the front room.

• **Fall Programs Update**

- Fall programs have been running smoothly.
- New programs starting.
 - Yoga with Karina starts November 6th.
 - Kids in Kitchen starts November 7th.
 - Cookies for Santa – starts November 8th
 - Holiday Art Program – November 4th.
- Staff are currently reviewing winter programs and will hopefully have a schedule out mid-December.

Events

Cornball Tournament

- The annual Cornball tournament was held on Sunday October 15 due to the weather on Saturday.
- There were 10 teams registered and all games were played at East Wiltshire and Terry Fox Sports Complex.
- The fields were a little messy but ended up being a great wrap up event.

Halloween Recap

Youth Halloween Dance

- The youth Halloween dance was held on October 27th and the Cornwall Civic Centre.

- There were approximately 60 children in attendance.
- Food donations were collected for the annual Cornwall Food Drive.

Haunted Woods Event

- This year's event was held on October 28th at the Hyde Park Trail.
- The first event was geared toward youth under 12 years of age from 4:00pm – 6:30pm. This portion of the event included children's games, sensory table, non-scary walk through the trail and a scavenger hunt. Treat bags were given to the children at the end of the trail.
- The second portion of the event ran from 6:30pm – 8:00pm and included a variety of scary scenes as well as many jump scares throughout the trail.
- This year we had volunteers from Bluefield High School, Peewee Hockey Team, and a few community members. Chantal and Brennan represented the events Committee.
- Citizens on Patrol volunteered at the event, they handed out glow sticks and the Town's treat bags.
- This year the total amount raised to support families in need was \$ 1,933.00, last year the amount raised was \$ 825.00.

Up Coming Events

Veterans Dinner

- The committee has decided to do an in-person event this year.
- The event will be held on November 4, 2023, at the Kingston Legion.
- Staff have applied for funding through Commemorative Partnership Program to support this event.
- The plan for the event includes sit down meal, entertainment, and a guest speaker.

Facilities

- The facility will be finished for the year on November 6th, 2023.
- The Town hosted the PEISAA Soccer Championships on October 27 and October 28th.
- The Town will be hosting the football championships on Sunday November 5th.

Annual Usage

Terry Fox Sports Complex

- Usage comparison at the Terry Fox for the season is:

2023	2022
Soccer Turf: 880hrs.	Soccer Turf: 796hrs.
Football Turf: 748 hrs.	Football Turf: 725hrs
Beach Volleyball: 275.5hrs.	Beach Volleyball: 287

Ball Fields

- Usage at all ball fields from April 1 – September 30th, is:

2023

TFSC Upper: 555 hrs.
TFSC Lower: 395.5 hrs.
East Wiltshire: 584.5 hrs.
York Point: 435.25 hrs.

2022

TFSC Upper: 360.5hrs.
TFSC Lower: 302.75hrs
East Wiltshire: 502hrs
York Point: 462hrs

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-06-2023 Host 2025 PEI 55+ Games

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The PEI 55+ Games Society approached the Town of Cornwall to host the 2025 PEI 55+ Games as a trial to an agreement to host every 4 years;

And Whereas: Members of the Parks and Recreation Committee met with representatives from the PEI 55+ Games Society to discuss amendments to the requirements of the host community;

And Whereas: The PEI 55+ Games Society have agreed to form the host committee and provide finances to the project that would include clerical assistance to help with the increased workload for Town staff;

Therefore, be it Resolved: That the Town of Cornwall agrees to host the 2025 PEI 55+ Games, subject to the above conditions, and will evaluate after the event to determine if the Town will commit to hosting every 4 years.



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-07-2023 Application to the PEI Active Transportation Fund

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The deadline to apply for funding from the Province of PEI Active Transportation Fund for the 2024 construction season is December 1, 2023;

And Whereas: The Parks and Recreation Committee and the Committee of Council have prioritized trail development and improvement for the upcoming year;

And Whereas: The trails prioritized are a connector trail between MacPhail Trail and Tranquility Trail, the connection of the Main Street Active Trail to the Terry Fox Sports Complex trail network, and the paving of the existing trails within the Terry Fox Sports Complex;

And Whereas: The estimated cost to complete this work is _____, and the PEI Active Transportation Fund can provide funding of 50% for approved projects;

Therefore, be it Resolved: That the Town of Cornwall apply to the PEI Active Transportation Fund for the amount of _____.

WE WILL HAVE A SCOPING ESTIMATE BY MEETING TIME TO DISCUSS THE DOLLAR VALUES.

**Town of Cornwall
Planning Committee Meeting
October 4, 2023 at 4:30 PM**

Attendance: Mayor Minerva McCourt, Deputy Mayor Jill MacIsaac (Chair), Corey Frizzell, and Steven Campbell
Staff: Kevin Coady, Spencer Hay, and Emma Hicks
Regrets: None
Public: None

1) CALL TO ORDER

Deputy Mayor Jill MacIsaac chaired the meeting which was called to order at 4:30pm.

2) LAND ACKNOWLEDGEMENT

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3) APPROVAL OF AGENDA

It was moved by Councillor Frizzell and seconded by Councillor Campbell that the Agenda be approved as read.

CARRIED

4) DISCLOSURE OF CONFLICT OF INTEREST

NIL

5) APPROVAL OF MINUTES

It was moved by Councillor Frizzell and seconded by Councillor Campbell that the Minutes of September 6, 2023, be approved as read.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

a) Public Meeting – August 31, 2023

i. Minutes

ii. Jessie Street Subdivision & Development (PID 246884):

The Committee discussed that the comments received on this application relate to traffic and additional vehicles parking on Jessie Street; many residents park on the street in the area. A comment was received regarding the proximity of driveways to the intersection of Jessie Street and Main Street. Staff advised that the Department of Transportation assesses driveway locations and traffic concerns.

It was moved by Chair MacIsaac and seconded by Councillor Frizzell that the application be recommended for vote at the next regular Council Meeting.

iii. Lakeview Drive Consolidation (PIDs 431486, 419291, 419309, 245308, 464859, 464891, 464909, 464917, 464867):

The Committee discussed the initial comment received at the Public Meeting stating that the consolidation is also seeking to amend the previously approved townhouse

development concept. The Committee further discussed that the consolidation does not amend the approved townhouse development concept. Staff advised that the developer would need to submit an additional application to change the development concept. Staff further advised that the developer indicated the proposed consolidation is to address how the properties are taxed.

It was moved by Chair MacIsaac and seconded by Councillor Campbell to recommend the application for vote at the next regular Council Meeting.

iv. Proposed Amendments to the Zoning & Subdivision Control (Development) Bylaw #422 (Bylaw #422C)

No comments were received relating to the proposed Bylaw amendments. Staff provided an overview of the proposed amendments, such as removing references to excavation pits, permitting larger accessory buildings in the A1 and RR Zones, servicing requirements in the R1 Zone where municipal services are unavailable at the time of development, and consideration of Multiple Unit Dwellings in the R4, PURD, and C1 Zones which are not presently defined.

It was moved by Chair MacIsaac and seconded by Councillor Frizzell to recommend Bylaw #422C for First Reading at the next regular Council Meeting.

b) Special Permit Use – 522 Capital Drive (PID 245613)

An Application was received to develop an 18-unit Apartment Dwelling. Apartment Dwellings are a Special Permit Use in the General Commercial (C1) Zone. Staff advised that the developer still needs to submit final engineering and architectural plans required for formal approval. The Committee discussed that Special Permit Use approval would be and subject to satisfactory review by the Department of Environment, and subject to receiving satisfactory final plans. The Committee discussed Special Permit conditions to include in the Development Agreement, such as lift station and back up power, and privacy fencing.

It was moved by Chair MacIsaac and seconded by Councillor Frizzell to recommend the application for vote at the next regular Council Meeting.

7) NEW BUSINESS

a) Variance Application – 22 Town View Crescent (PID 1037183):

Application received for a rear yard line setback variance to allow for a pool. The Committee discussed that the lot shape and positioning of the dwelling results in the need for a variance.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to recommend the variance application for vote at the next regular Council Meeting.

b) Special Permit – 39 Livingston Crescent (PID 1151968)

Application received for placement of an Accessory Building in the front yard of the property. Placement in the front yard requires a Special Permit. The Committee discussed that the request is reasonable, but that should the property change ownership it shall be brought into compliance and accessory building moved to the side or rear yard.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend the special permit application for vote at the next regular Council Meeting.

8) **OTHER BUSINESS**

NIL

9) **IN CAMERA**

NIL

10) **NEXT MEETING**

The next Planning Committee meeting will be held Wednesday, November 1, 2023, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 5:11pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development

Town of Cornwall - Public Meeting
Thursday, October 19, 2023 – 7:00 pm
APM Centre
35 Mercedes Drive, Cornwall, PE

Attendance: 8

Call To Order

The meeting was called to order at 7:00pm.

Agenda:

Mr. Hay welcomed those in attendance, and advised the agenda items to be presented are proposed amendments to the Zoning Map (*Zoning & Subdivision Control (Development) Bylaw #422*) and General Land Use Map (*2022 Official Plan*), as well as text amendments to the Zoning & Subdivision Control (Development) Bylaw #422.

1. Proposed Amendments to the Zoning Map (Schedule “A” to the Zoning & Subdivision Control (Development) Bylaw #422) and General Land Use Plan (Figure 5 to the 2022 Official Plan)

Proposed amendments to the Zoning Map and General Land Use Plan relate to properties which are incorrectly identified on both documents. Six (6) properties are identified as two (2) zones (*Zoning Map*) or land use designations (*General Land Use Plan*). The Bylaw states that where a zone boundary is indicated as following the lot or property lines, the boundary shall be such lot or properties lines. The boundaries on both documents do not follow the lot or property lines for the six (6) properties.

Mr. Hay provided an overview of the Zoning Map and General Land Use Plan, and both documents were shown. The Zoning Map amendment is a Bylaw amendment and requires two (2) readings by Council. The General Land Use Plan is an Official Plan amendment and requires one (1) reading by Council. Should the amendments be approved and formally adopted by Council, both the Zoning Map and General Land Use Plan amendments require Ministerial Approval.

Mr. Hay proceeded to review each of the proposed Zoning Map and General Land Use Plan amendments. Images of the existing and proposed property zones/designations were shown for each property:

PID 245407 Main Street:

Zoning Map: the property is presently zoned General Commercial (C1) and Multiple Unit Residential (R4). Proposed to Rezone entirely Multiple Unit Residential (R4).

General Land Use Plan: the property is presently designated as General Commercial and Multiple Unit Residential. Proposed to designate entirely Multiple Unit Residential.

PID 701623 Lakeview Drive:

Zoning Map: the property is presently zoned Public Service and Institutional (PSI) and General Commercial (C1). Proposed to rezone entirely Public Service and Institutional (PSI).

General Land Use Plan: the property is presently designated as Public Service and Institutional and General Commercial. Proposed to designate entirely Public Service and Institutional.

PID 928911 Fulton Drive:

Mr. Hay advised that PID 928911 was appended to PID 245647 and as such was to assume to zone of PID 245647, being Attached Residential (R3).

Zoning Map: the property is zoned Single Detached Residential (R1), and proposed to rezone as Attached Residential (R3).

General Land Use Plan: the property is designated as Single Detached Residential. Proposed to designate Attached Residential.

A resident asked about drainage at the property and the water that collects along the adjacent undeveloped portion of Prince Street. Mr. Hay advised that when the property owner submits an application to develop the property, they will also have to submit a Drainage Plan to show how surface water and drainage will be addressed.

PID 246470 Mill Pond Lane:

Zoning Map: the property is zoned Planned Unit Residential Development (PURD) and Single Detached Residential (R1). Proposed to rezone entirely Planned Unit Residential Development (PURD).

General Land Use Plan: the property is designated Planned Unit Residential Development and Single Detached Residential. Proposed to designate entirely Planned Unit Residential Development.

PID 1132430 Waters Edge Lane:

Zoning Map: the property is zoned Planned Unit Residential Development (PURD) and Single Detached Residential (R1). Proposed to rezone entirely Single Detached Residential (R1).

General Land Use Plan: the property is designated Planned Unit Residential Development and Single Detached Residential. Proposed to designate entirely Single Detached Residential.

PID 1132109 Waters Edge Lane:

Zoning Map: the property is zoned Planned Unit Residential Development (PURD) and Single Detached Residential (R1). Proposed to rezone entirely Single Detached Residential (R1).

General Land Use Plan: the property is designated Planned Unit Residential Development and Single Detached Residential. Proposed to designate entirely Single Detached Residential.

The Zoning Map and General Land Use Plan were shown evidencing all proposed amendments.

At this time the floor was open for comments regarding the Zoning Map and General Land Use Plan amendments. No further comments were received.

2. Proposed Text Amendments to the Zoning & Subdivision Control (Development) Bylaw #422

The proposed text amendments to the Bylaw relate to Section 3 (Administration), Section 4 (General Provisions), Section 6 (Parking Requirements), Section 10 (Two Unit Residential (R2)), Section 13 (Planned Unit Residential Development Zone (PURD)), Section 17 (Agricultural Reserve Zone (A1)), and Section 26 (Definitions).

The text of each proposed amendment was shown indicating the change and read by Mr. Hay. Proposed amendments relate to housekeeping items and adding/removing language to better clarify intention and procedure, such as including Monday to Saturday in the Construction Plan, requirements for Proposed Lot Grading Plans, Secondary Suites being subject to building inspections, better identify Main Street’s mixed-use core relating to parking requirements, consideration of Shipping Containers as accessory buildings in certain zones and definition of Shipping Container, updating servicing requirements in the Two Unit Residential (R2) Zone where municipal water and sewer services are currently unavailable, including the provision of pedestrian walkway infrastructure in the Planned Unit Residential Development (PURD) Zone.

After reading and explaining each of the amendments the floor was open for comment. One comment was received regarding the amendment to Section 3.16.2 (Administration - Construction Plan). The proposed amendment seeks to include “Monday to Saturday” after the words “7am to 7pm”. The resident suggested to also exempt holidays in the Construction Plan. They used the example of Good Friday, as construction would otherwise be permitted on a Friday.

Another resident brought forward a comment unrelated to the items presented, regarding a dwelling development which took place a number of years ago. Mr. Hay advised the resident to contact the Planning Department or come into the office to discuss further.

Mr. Hay thanked everyone for attending and advised that written comments will be accepted until October 31, 2023, and will be compiled and provided to Council for consideration.

Adjournment

The meeting was adjourned at 7:42pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development



TOWN OF CORNWALL RESOLUTION

DATE: November 22, 2023
COMMITTEE: Planning Committee
MOTION NUMBER: PL-30-2023
Bylaw #422D - First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: Council has undertaken a review of the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 (the “Bylaw”) and considered several amendments for the Bylaw, including amendment to Schedule A (Zoning Map) of the Bylaw, concurrently with amendment to the Official Plan, General Land Use Plan being OPA-2023-1;

And Whereas: the proposed amendments to the Bylaw and Official Plan were presented to the public at an open meeting held on October 19, 2023.

And Whereas: Council has given consideration to the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw, including comments from the Public;

Therefore, be it Resolved: that Bylaw #422D, a bylaw to amend the Town of Cornwall’s Zoning and Subdivision Control (Development) Bylaw #422, is hereby read and approved a first time.

Bylaw #422D

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the Planning Act R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

IT IS ENACTED by the Council of the Town of Cornwall as follows:

1. Section 3.3 is amended by adding the word "Development" before the words "Permit Applications" in the section heading.
2. Section 3.3.3 is amended by adding the word "Development" before the words "Permit Application".
3. Section 3.16.2 is amended by adding the words "Monday to Saturday," after the words "7am to 7pm".
4. Section 3.18.1 is amended by deleting the words "a land surveyor or" before the words "a professional engineer", and by deleting the words "or a landscape architect" after the words "a professional engineer".
5. Section 3.19.1 is amended by adding the following new subsection (c) after subsection (b):
 - c) "existing and proposed elevations, including but not limited to existing and proposed structures, drainage channels and any other notable site features, and minimum 4.57m (15ft) into all adjacent properties."

With the addition of subsection (c) all other subsections to be renumbered accordingly.

6. Section 4.1 of the Bylaw is amended by adding the following new subsection 4.1.7:

4.1.7: Shipping Containers: A Shipping Container shall only be used as an accessory building or structure for storage purposes in the Agricultural Reserve Zone (A1), Rural Residential Zone (RR), and General Commercial Zone (C1), subject to the following provisions:

 - a) shall be accessory use to the permitted Main Building on the same Lot;
 - b) shall be maintained in good condition, free from rust, painted to remove any markings and/or labels, and generally match the aesthetic character of the Main Building;
 - c) shall only be used to store dry goods and materials incidental to the operations or Use of the Main Building;
 - d) shall be subject to all other provisions of Section 4.1; and
 - e) shall be subject to all other provisions of the applicable Zone.
7. Section 4.7.1(e) is amended by including the words "shall be subject to a building inspection, and" after the words "The secondary suite".
8. Section 6.1.3 is amended by deleting and replacing the words "at 655 and 735 Main Street near" with the words "in the vicinity of Main Street's".

9. Section 6.1.3 is amended by adding the words “as depicted in Schedule “E” after the words “and extending to Hyde Creek”.
10. Subsection 10.4 is amended by adding the following new subsection (2):
 2. Notwithstanding subsection (1) and section 1.5, Council may approve a Development Permit on a Lot where municipal sewer services and/or municipal water supply are unavailable provided that:
 - a. it is not reasonably possible to extend municipal sewer services and/or municipal water supply to the Lot; and
 - b. the Developer enters into a Development Agreement which includes a condition that the Developer connects to municipal sewer services and municipal water supply as soon as those services become available.
11. Section 13.7 is amended to include the following new subsection 13.7.2:
 - 13.7.2: “The provision of Pedestrian Walkways, designed and built to the standard established by the Town, shall be required within new PURD Developments.”

With the addition of Section 13.7.2 above, all existing sub-sections shall be renumbered accordingly.
12. Section 17.4.4 is amended by deleting and replacing the word “RR” with “A1”.
13. Section 26 (Definitions) of the Bylaw is amended by adding the following definition of “Shipping Container”: any new and/or used container designed and constructed for the purpose of intermodal shipment of goods and materials, and intended for repeated use.
14. Schedule “A”, Zoning Map, of Bylaw #422 is amended by the following:
 - i. The zoning of PID 928911 on Fulton Drive is designated as Attached Residential (R3), hereby excluding it from its former designation of Single Detached Residential (R1);
 - ii. The zoning of PID 245407 on Main Street is designated as Multiple Unit Residential (R4), hereby excluding it from its former designation of General Commercial (C1).
 - iii. The zoning of PID 701623 on Lakeview Drive is designated as entirely Public Service and Institutional (PSI), hereby excluding it from its former designations of General Commercial (C1) and Public Service and Institutional (PSI).
 - iv. The zoning of PID 246470 on Mill Pond Lane is designated as entirely Planned Unit Residential Development (PURD), hereby excluding it from its former designations of Single-detached Residential (R1) and Planned Unit Residential Development (PURD).
 - v. The zoning of PID 1132430 on Waters Edge Lane is designated as entirely Single-detached Residential (R1), hereby excluding it from its former designations of Planned Unit Residential Development (PURD) and Single-detached Residential (R1).
 - vi. The zoning of PID 1132109 on Waters Edge Lane is designated as entirely Single-detached Residential (R1), hereby excluding it from its former designations of Single-detached Residential (R1) and Planned Unit Residential Development (PURD).

First Reading

First Reading:

Bylaw # 422D, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the ____ day of _____ 2023.

Second Reading:

Bylaw # 422D, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the ____ day of _____ 2023.

Approval and Adoption by Council:

Bylaw # 422D, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was adopted by a majority of Council members present at the Council meeting held on the ____ day of _____ 2023.

Signatures

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422D, A Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of _____ 2023, is certified to be a true copy.

Kevin Coady, Chief Administrative Officer

Date

Ministerial Approval

Bylaw # 422D, A Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ____ day of _____, 20____

Minister of Housing, Land and Communities



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2022
COMMITTEE: Planning Committee
MOTION NUMBER: PL-31-2023
Official Plan Amendment #OPA-2023-1
General Land Use Plan (Figure 5, 2022 Official Plan)

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Corey Frizzell**

Whereas Council has proposed amendments to the Zoning Map (Schedule “A” to the *Zoning and Subdivision Control (Development) Bylaw #422*) and such amendments will require a concurrent amendment to the General Land Use Plan (Figure 5 to the *2022 Official Plan*).

And Whereas the proposed amendments will bring the Zoning Map into compliance with Section 2.2.1(b) of the *Zoning and Subdivision Control (Development) Bylaw #422*.

And Whereas the proposed amendments to the Zoning Map and General Land Use Plan were presented to the public at an open meeting held on October 19, 2023;

And Whereas Council has given consideration to the appropriateness of amending the General Land Use Plan concurrently with the Zoning Map.

And Whereas Council has given consideration to the Town of Cornwall Official Plan policy statements regarding commercial and residential zoning and developments;

Therefore, be it Resolved that the amendments to the General Land Use Plan (Figure 5 to the *2022 Official Plan*), being OPA-2023-1, be hereby approved and adopted.

Town of Cornwall
Official Plan Amendment
OPA-2023-1

The Council of the Town of Cornwall, under the authority vested in it by the *Planning Act* R.S.P.E.I. 1988 Cap. P-8, hereby enacts as follows:

The Town of Cornwall Official Plan (2022) Part 5, Figure 5, General Land Use Plan is amended by the following:

1. The Future Land Use designation for PID 928911 on Fulton Drive is designated as Attached Residential, hereby excluding it from its former designation of Single-Detached Residential.
2. The Future Land Use designation for PID 245407 on Main Street is designated as Multiple Unit Residential, hereby excluding it from its former designation of General Commercial.
3. The Future Land Use designation for PID 701623 on Lakeview Drive is designated as entirely Public Service and Institutional, hereby excluding it from its former designations of General Commercial and Public Service and Institutional.
4. The Future Land Use designation for PID 246470 on Mill Pond Lane is designated as entirely Planned Unit Residential Development, hereby excluding it from its former designations of Planned Unit Residential Development and Single-detached Residential.
5. The Future Land Use designation for PID1132455 on Mill Pond Lane is designated as entirely Planned Unit Residential Development, hereby excluding it from its former designations of Planned Unit Residential Development and Single-detached Residential.
6. The Future Land Use designation of PID 1132430 on Waters Edge Lane is designated as entirely Single-detached Residential, hereby excluding it from its former designations of Planned Unit Residential Development and Single-detached Residential.
7. The Future Land Use designation of PID 1132109 on Waters Edge Lane is designated as entirely Single-detached Residential, hereby excluding it from its former designations of Planned Unit Residential Development and Single-detached Residential.

The effective date of Official Plan Amendment OPA-2023-1 is the date as signed below by the Minister of Housing, Land and Communities.

Council Approval:

Official Plan Amendment OPA-2023-1 was approved and adopted by a majority of council members present at the Council meeting held on _____, 2023.

Witness the Corporate seal of the Town

Mayor

Date

Chief Administrative Officer

Date

Ministerial Approval:

Official Plan Amendment OPA-2023-1 is hereby approved.

Dated on this _____ day of _____, 20__

Minister of Housing, Land and Communities



TOWN OF CORNWALL
RESOLUTION

DATE: November 22, 2023
COMMITTEE: Planning Committee
MOTION NUMBER: PL-32-2023
Phase 1A – Primrose Point Subdivision Extension
Preliminary Approval of Development Concept

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**
Seconded by Councillor _____ **Jill MacIsaac**

Whereas: The Town received an application on November 10, 2023 (the “Application”), to subdivide and develop PID 702266 and PID 746347 (collectively the “Property”) situate on Ferry Road, known as Phase 1A of the Primrose Point Subdivision Extension.

And Whereas: Preliminary Approval is subject to further review and document submissions including but not limited to legal survey plans and engineered drawings, to finalize development and subdivision conditions and grant Final Approval.

And Whereas: Council has considered the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

Therefore, be it Resolved: That Council grant Preliminary Approval of Phase 1A, as depicted in the Preliminary Plan of Survey drawing 22036-L1A, prepared by Derek A. French Professional Services Inc. and dated October 23, 2023, subject to the Developer entering into a Subdivision Agreement with the Town.



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

COMMITTEE: Planning Committee

MOTION NUMBER: PL-33-2023
Phase 1B – Primrose Point Subdivision Extension
Preliminary Approval of Development Concept

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Jill MacIsaac**

Whereas: The Town received an application on November 26, 2020 (the “Application”), to subdivide and develop PID 246553 (the “Property”) situate on Osprey Avenue, known as Phase 1B of the Primrose Point Subdivision Extension.

And Whereas: Preliminary Approval is subject to further review and document submissions including but not limited to legal survey plans and engineered drawings, to finalize development and subdivision conditions and grant Final Approval.

And Whereas: Council has considered the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

Therefore, be it Resolved: That Council grant Preliminary Approval of Phase 1A, as depicted in the Preliminary Plan of Survey drawing 22036-L1B, prepared by Derek A. French Professional Services Inc. and dated October 23, 2023, subject to the Developer entering into a Subdivision Agreement with the Town.



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

COMMITTEE: Planning and Development

MOTION NUMBER: PL-34-2023
Formal Adoption of Bylaw #422C
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw, including comments from the Public;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422C, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on October 25, 2023;

Therefore, be it Resolved: That the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422C, a Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, is hereby read and approved a second time.

BYLAW # 422C

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

IT IS ENACTED by the Council of the Town of Cornwall as follows:

1. The Table of Contents in the Bylaw is amended by deleting reference to "Section 17.6 – Excavation Pits"
2. Section 1.5 of the Bylaw is amended by deleting clause 1.5(1)(h).
3. Section 3.1 of the Bylaw is amended by deleting clause 3.1(1)(h) and re-numbering the subsequent clauses accordingly.
4. Section 4.1(2) is amended by adding the words "Public Service and Institutional, Comprehensive Development Area," after the words "Except in a".
5. Section 4.1 is amended by adding the following new subsection (3) after subsection (2), and re-numbering the subsequent subsections accordingly:
 3. Notwithstanding subsection (2) above, Council may approve a Development Permit for an Accessory Building in the Agricultural Reserve (A1) Zone or in the Rural Residential (RR) Zone that exceeds the Building Height, Floor Area and/or number of Buildings per Lot, provided the following criteria are met:
 - a. the minimum Yard requirements for the applicable Zone are met for all Buildings;
 - b. the maximum Lot Coverage for the applicable Zone is not exceeded; and
 - c. all other Bylaw requirements are met.
6. Subsection 9.2(1) of the Bylaw is deleted and replaced with the following:

9.2 PERMITTED USES

 1. No Building or part thereof and no land shall be used for purposes other than:
 - a. Single-detached Dwellings;
 - b. Parks and Playgrounds; and
 - c. Accessory Buildings.
7. Subsection 9.3(1) of the Bylaw is deleted and replaced with the following:
 1. Notwithstanding Section 9.2 above, Council may issue a Special Development Permit for the following uses where it deems the Development is appropriate, all relevant provisions of this Bylaw are met, and subject to such conditions as

Council may impose:

- a. Group Homes; and
- b. Early Learning and Child Care Centres.

8. Section 9.4 of the Bylaw is amended by adding the following new subsection (2):
 2. Notwithstanding subsection (1) and section 1.5, Council may approve a Development Permit on a Lot where municipal sewer services and/or municipal water supply are unavailable provided that:
 - a. it is not reasonably possible to extend municipal sewer services and/or municipal water supply to the Lot; and
 - b. the Developer enters into a Development Agreement which includes a condition that the Developer connects to municipal sewer services and municipal water supply as soon as those services become available.
9. Subsection 12.3(1) of the Bylaw is amended by deleting the word “and” at the end of clause (d), replacing the period with “; and” at the end of clause (e) and adding the following new clause (f):
 - f. other types of Multiple Unit Dwellings that are not included under subsections 12.2(1) or 12.3(1).
10. Subsection 13.3(1) of the Bylaw is amended by deleting the word “and” at the end of clause (b), replacing the period with “; and” at the end of clause (c), and adding the following new clause (d):
 - d. other types of Multiple Unit Dwellings that are not included under subsections 13.2(1) or 13.3(1).
11. Subsection 14.3(1) of the Bylaw is amended by deleting the word “and” at the end of clause (c), replacing the period with “; and” at the end of clause (d), and adding the following new clause (e):
 - e. other types of Multiple Unit Dwellings that are not included under subsections 14.2(1) or 14.3(1).
12. Section 17.2 of the Bylaw is amended by deleting clause 17.2(1)(f) and re-numbering the subsequent clauses accordingly.
13. The Bylaw is amended by deleting section 17.6.
14. The Bylaw is amended by adding the words “but does not include an excavation pit as defined in the *Excavation Pit Regulations, EC146/17*” at the end of the definition of “Development” in section 26.
15. The Bylaw is amended by deleting the definition of “Excavation Pit” in section 26.

First Reading:

Bylaw # 422C, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the ____ day of _____ 2023.

Second Reading:

Bylaw # 422C, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the ____ day of _____ 2023.

Approval and Adoption by Council:

Bylaw # 422C, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was adopted by a majority of Council members present at the Council meeting held on the ____ day of _____ 2023.

Signatures

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422C, A Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of _____ 2023, is certified to be a true copy.

Kevin Coady, Chief Administrative Officer

Date

Ministerial Approval

Bylaw # 422C, A Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ____ day of _____, 20____

Minister of Housing, Land and Communities



TOWN OF CORNWALL

RESOLUTION

DATE: November 22, 2023

COMMITTEE: Planning and Development

MOTION NUMBER: PL-35-2023
Formal Adoption of Bylaw #422C
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw, including comments from the Public;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422C, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on October 25, 2023;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422C, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved a second time at the Town of Cornwall regular council meeting held on November 22, 2023;

Therefore, be it Resolved: That the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422C, a Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, is hereby formally adopted as a Bylaw of the Town of Cornwall.