

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
November 15, 2023, 4:30 PM**

Chair **Deputy Mayor Jill MacIsaac**

Present: **Mayor Minerva McCourt
Councillor Elaine Barnes
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**

Regrets: **Councillor Judy Herlihy**

CALL TO ORDER

Mayor McCourt called the meeting to order at 4:30pm.

There were no members of the public present.

APPROVAL OF THE AGENDA

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

- Councillor Stevenson – December meeting schedule 7e.

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 October 18, 2023, be approved as circulated.

Motion Carried

DELEGATIONS/PUBLIC INPUT

Nil

FINANCE/ADMINISTRATION

- a) Procurement Bylaw DRAFT – Council was presented with a Draft Procurement Bylaw and asked to review and send along feedback.

- b) Municipal Scholarships – There was discussion on criteria for scholarships and it was decided to go with 5 x \$500 scholarships for the following categories: mature student,

inclusivity, academic, trade and sport. There will be a committee set up to review applications (Councillor Barnes, Councillor Stevenson, and Tracey MacLean) and parameters for the awards need to be established.

- c) Amalgamation – Councillor Frizzell would like to begin conversations with neighboring communities regarding amalgamation. He feels that it is going to happen at some point and does not want Cornwall to miss future growth opportunities. Mayor McCourt and CAO Coady will approach Warren Grove to have an informal conversation on the subject.
- d) Easter Seals Access 2 Card Program – It was moved by Deputy Mayor MacIsaac and seconded by Councillor Stevenson to bring forth a resolution to Council 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.
- e) December Meeting Schedule – It was moved by Councillor Stevenson and seconded by Deputy Mayor MacIsaac to bring forth a resolution to Council that the Town of Cornwall Council regular scheduled meeting for December 27, 2023 be held on December 20, 2023; and that for 2024 the Town of Cornwall Council regular scheduled meetings 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.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee did not meet in October. Councillor Herlihy advised that at the November meeting there will be a “Mind Your Plastics” presentation. She also noted that the SWITCH program has had some changes, and the Committee will not be recommending moving forward with this initiative. Deputy Mayor MacIsaac advised that backyard chickens will be on the agenda for anyone that would like to have some input on the subject.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes
 - (i) Minutes – October 4, 2023 – Councillor Frizzell provided the following updates:
 - Evan Brown, the Capital Area Transit Committee consultant presented the “Left Turn, Right Turn” presentation. CAO saw a draft of the Transit survey results which will be available soon.
 - Council and staff attended the EMO ICS-100 training on November 8.
 - (ii) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) were included in the package.
- b) Information Items
 - (i) Emergency Measures Plan Workshop November 18 – 8am to 11am.

- c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – October 11, 2023 - Councillor Stevenson provided the following updates:
 - The Holiday Event Schedule is out with lots of great activities planned.
 - The Events Committee and staff have been busy working on the Holiday activities as well as looking ahead to Snowfest.
- (ii) Manager’s Report – November 2023

b) Information Items

- (i) Government of Canada – New Horizons for Seniors Application – Manager Meunier has put together an application for the Service Canada New Horizons for Seniors Grant.

c) Requests for Decision

- (i) 55+ Games - It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall agrees to host the 2025 PEI 55+ Games, subject to certain conditions, and Council will evaluate after the event to determine if the Town will commit to hosting every 4 years.
- (ii) Active Transportation Fund Application 2024 - It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall apply to the PEI Active Transportation Fund for the amount of \$466,079 for 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;

PLANNING

a) Reports/Minutes

- (i) Minutes – October 4, 2023
- (ii) Minutes – Public Meeting – October 19, 2023

b) Information Items - Nil

c) Request for Decision

- (i) Preliminary Approval – Primrose Point 1A - It was moved by Councillor Campbell and seconded by Deputy Mayor MacIsaac to bring forth a resolution to Council 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.

- (ii) Preliminary Approval – Primrose Point 1B - It was moved by Councillor Campbell and seconded by Deputy Mayor MacIsaac to bring forth a resolution to Council 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.
- (iii) Development Bylaw Amendment #422D - It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422D, a Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, be read and approved a first time.
- (iv) Official Plan Amendment - It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that the amendments to the General Land Use Plan (Figure 5 to the *2022 Official Plan*), being OPA-2023-1, be approved.

PUBLIC WORKS

- a) Reports/Minutes
 - (i) Minutes – The Committee did not meet.
- b) Information Items – Nil
- c) Requests for Decision
 - (i) Synergy Signs – After discussion on the location choices suggested for the digital sign to be installed by Synergy signs with neither of the locations being agreed upon, Council requested that staff compile a list of Town owned properties along Main Street that can be presented for potential locations.

WATER/SEWER UTILITY

- a) Reports/Minutes –
 - (i) Minutes – The Committee did not meet. Councillor Barnes recently hosted a funding announcement with the Federal and Provincial governments on the Water Tower funding. The event took place at Cornwall Town Hall followed by pictures at the new water tower location.
 - (ii) Information Items – Nil
 - (iii) Requests for Decision – Nil

CORRESPONDENCE

- a) Communities 13 Inc. – The Town submitted a letter to Communities 13 to start a conversation on the idea of the Town purchasing the APM Centre. A response has been recently received and is in this package. If the Town is to proceed in this direction a feasibility study will need to be budgeted for and undertaken.
- b) PEI Women’s Institute 2023 Festive Christmas Gala Dinner and Yuletide Auction –

Council will not be supporting this request.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 6:29pm.

JILL MACISAAC, CHAIR