

**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