

**Town of Cornwall
Regular Council Meeting
December 20, 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 November 22, 2023
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declarations**
- 8) **Committee of Council**
 - a) **Minutes/Reports**
 - i) Minutes – November 15, 2023
 - b) **Resolutions**
 - i) PEI Connectors – Letter of Support
 - ii) Alzheimer Society – Donation
 - iii) C.H.A.N.C.E.S. – Donation
 - iv) Royal Canadian Legion – Ad Purchase
 - v) Q.E.H. “Friends for Life” – Donation
 - vi) Guaranteed basic Income Pilot Project
- 9) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports**
 - i) Minutes – November 20, 2023
- 10) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
- 11) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes – November 8, 2023
- 12) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - i) Minutes November 1, 2023
 - b) **Resolutions**
 - i) Development Bylaw Amendment 422D – 2nd Reading
 - ii) Development Bylaw Amendment 422D – Formal adoption
 - iii) Change of Use – 73 Main Street
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports**
 - i) Minutes November 22, 2023
- 14) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports**
 - i) Minutes November 6, 2023
- 15) **Correspondence**
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, November 22, 2023
4:30 PM**

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

Also: Kevin Coady – CAO
Tracey MacLean – Community/IT/HR Coordinator
Paula Griffin – Planning and Development Technician

Regrets: Deputy Mayor Jill MacIsaac
Councillor Steven Campbell

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. Mayor McCourt passed along condolences to Councillor Steven Campbell, his wife Margo and family on the passing of Margo's grandmother.

There was no public in attendance.

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Stevenson moved, seconded by Councillor Herlihy, that the agenda be approved as circulated with the additions of 15 a and b – Correspondence by Councillor Stevenson.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Barnes will recuse herself for 8-2-1 due to a family connection.

APPROVAL OF THE MINUTES

a) **October 25, 2023, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Stevenson that the minutes of October 25, 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 – October 18, 2023** - included in the package.

ii) 2nd Quarter Financials

b) Resolutions:

Councillor Barnes left the meeting at 4:33pm.

COC-27-2023 – Access 2 Card Program

Moved by Councillor **Corey Frizzell**
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.

Motion Carried

Councillor Barnes returned to the meeting at 4:35pm.

COC-28-2023 December Meeting Schedule

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

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.

Motion Carried

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:** The Committee met November 20; Minutes will be available for the December package. Councillor Herlihy provided the following updates:
- Mind Your Plastics presentation on plastic use reduction in the Town. Councillor Herlihy will arrange a follow-up meeting.
 - The Wildflower Campaign was a great success, and the Committee will look at continuing with it next year.
 - The 2 Billion Trees project is complete with trees being planted at Hyde Pond, Lacardy and Kellow Drives.
 - The Committee is discussing potential water conservation projects.
- b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

- a) **Minutes/Reports:**
- i) **Minutes – October 4, 2023** – Included in the package. Councillor Frizzell provided the following updates:
- Presentation from Evan Brown of Left Turn, Right Turn Transit Limited Consulting. The study was initiated by the CATTC to review the regional transit system and make recommendations. The review is done in three stages and is due to be wrapped up by the end of the fiscal year.
 - Council and staff attended a very informative ICS 100 Training on November 8.
 - Council will attend an EMO Plan workshop to review the comprehensive plan draft.
 - Transit rider ship has been showing a significant increase. October 2023 was 2907 up over October 2022 of 2405. There was a significant annual increase of 25433 for 2023 up over 18917 for 2022. The new evening route has been very well received with consistent riders.
 - CAO Coady referenced a letter to the Minister signed by Mayor McCourt, Mayor Brown and Mayor Ogden expressing interest in enhanced Saturday Transit service over the holidays.
- ii) NRRD, RCMP, Bylaw, Humane Society, Transit Reports

b) **Resolutions:** Nil

PARKS AND RECREATION

a) **Minutes/Reports:**

i) **Minutes – October 11, 2023** – included in the package. Councillor Stevenson provided the following updates:

- The Committee met in November to finalize the Holiday event schedule. The Committee and Sub Committee are working on the Snowfest schedule of events.
- The Holiday schedule includes the following: Tree Lighting and Candy Cane Bingo, Breakfast with Santa and Friends, Holiday Trivia, Christmas Parade & Santa Mingle, Holiday Lights Tour, Senior's Christmas Dinner and Family Christmas Movie Night.
- Halloween events were very successful with lots of people attending the various events. Thanks to the staff and volunteers for all their hard work. Almost \$2000 was raised at the well-attended Haunted Woods to help families at Christmas.
- The rinks at Town Hall and Terry Fox Complex upper grass fields are being set up.
- The Committee is discussing a program for memorial benches, trees and bike racks.
- The Committee will not meet in December.
- Congratulations to the following Bluefield Volleyball teams:
 - o Women's AAA on winning Gold.
 - o Men's AAA on winning Silver.
 - o Women's A on will Gold.
- Councillor Stevenson recently attended the Football PEI Championships at the Terry Fox Sports Complex. He noted there were huge crowds, he heard lots of compliments on the facility and businesses reported being busy. Congratulations to Timberwolves athletes and staff on a successful season and tournament.

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

b) **Resolutions:**

PR-06-2023 55+ Games

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

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.

Motion Carried

PR-07-2023 Active Transportation Fund Application

Moved by Councillor Cory Stevenson

Seconded by Councillor Elaine Barnes

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 \$932,158, 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 \$466,079.

Motion Carried

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) Minutes/Reports:

- i) October 4, 2023** – included in the package.
- ii) Public Meeting** – October 19, 2023 - included in the package.

b) Resolutions:

PL-30-2023 – Development Bylaw Amendment #422D – 1st Reading

Moved by Councillor Corey Frizzell

Seconded by Councillor Cory Stevenson

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.

Motion Carried

PL-31-2023 - General Land Use Plan Amendment

Moved by Councillor Corey Frizzell
Seconded by Councillor Cory Stevenson

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.

Motion Carried

PL-32-2023 – Preliminary Approval – Primrose Point Phase 1

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

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.

Motion Carried

PL-33-2023 – Preliminary Approval – Primrose Point Phase 2

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

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.

Motion Carried

PL-34-2023 – Development Bylaw #422C Second Reading

Moved by Councillor Corey Frizzell
Seconded by Councillor Cory Stevenson

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.

Motion Carried

PL-35-2023 – Development Bylaw #422C Formal Adoption

Moved by Councillor Corey Frizzell
Seconded by Councillor Cory Stevenson

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.

Motion Carried

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes – September 27, 2023**, included in the package. The Committee did not meet in October. Councillor Campbell provided the following updates:
 - The new crosswalk has been completed at Main Street and Centennial Drive. It is a great addition to increase safety for our residents.
 - Councillor Stevenson raised concerns about the narrow turn coming off of the Ferry Road on to Hillside Meadows and would like a request to go into the Province to have it looked into and widened. Councillor Barnes, Deputy Chair of Public Works, noted that it would be added to a Public Works agenda.
 - The Synergy Sign will be discussed at the Public Works meeting. Councillor Stevenson would like the Committee to consider having a Town of Cornwall topper should Council move forward with the sign installation.

b) Resolutions: Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports:** The Committee did not meet. Councillor Barnes noted that the Water Tower funding has been approved in partnership with the Federal and Provincial Governments. The new Water Tower will be a great addition to ensure safe drinking water for the Town's increasing population.

b) Resolutions: Nil

CORRESPONDENCE

- Councillor Stevenson passed on condolences to Councillor Campbell, his wife Margo and extended family on the passing of Margo's grandmother Margaret.
- Councillor Stevenson congratulated the Bluefield band on a very successful Craft Fair. This is a student run event and takes a lot of work to make happen.
- Mayor McCourt thanked staff and volunteers for putting together a hugely attended, successful Veteran's Dinner. She congratulated Levi Barnes on receiving the Quilt of Valor. Councillor Barnes noted that it was a very emotional presentation to see the impact that such a career has on people and a great honor for her dad.
- Mayor McCourt congratulated Brandon MacDougall on winning the MacLaughlin Prize for Effective Writing at UPEI. Brandon wrote the story when he was a student at Eliot River School and is one of the Town event volunteers.
- Councillor Frizzell also noted that Football PEI had a great wrap up session following a great season. He noted that looking forward to next season the scoreboard and turf are in need of replacement. The Timberwolves held their wrap up banquet that recognizes top players with awards for their achievements. Although he did not list all the recipients, he wanted to say special congratulations to his daughter Carmella for getting Centre of the Year for the U12s and his son Cohen for getting Defensive Player of the Year for the U16s.

- Councillor Frizzell also passed along condolences to Councillor Steven Campbell Margo and family on the loss of Margo's grandmother.
- Councillor Frizzell passed along condolences to the family including Norman, Joyce, Andrew and Billy on his cousin Freddy Frizzell who passed quite suddenly. Freddy was a great guy and always had a smile on his face. He will be deeply missed.

OTHER BUSINESS

Nil

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:22pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**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



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-29-2023 PEI Connectors – Letter of Support

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Judy Herlihy**

Whereas: PEI Connectors is a program run by and under the Greater Charlottetown Area Chamber of Commerce of which the Town of Cornwall is a member;

And Whereas: The PEI Connectors program provides support services to businesses owned and operated by immigrant entrepreneurs and connects job seekers, new Islanders and new graduates, to business and community leaders fostering partnerships within communities, including the Town of Cornwall;

And Whereas: Federal funding for the PEI Connectors program is up for renewal and the Town desires to express support for the continuation of this funding and the program;

Therefore, be it Resolved: The Town of Cornwall send a letter of support, to the Greater Charlottetown Area Chamber of Commerce, for the continuation of the PEI Connectors program.



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-30-2023 PEI Alzheimer Society - Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: More than 2,800 Prince Edward Islanders are living with Alzheimer's or another dementia;

And Whereas: The Alzheimer Society of Prince Edward Island has a breadth of expertise and experience in assisting Islanders, and provides information, resources, education, support and counselling to those afflicted and their families;

And Whereas: The Town of Cornwall desires to assist the Society in their work;

Therefore, be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars to the Alzheimer Society of Prince Edward Island.



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-31-2023 C.H.A.N.C.E.S. - Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: C.H.A.N.C.E.S. will again be supporting approximately 140 vulnerable families over the upcoming holiday season and they have been successful in past years in the provision of essentials such as food and clothing to these families;

And Whereas: The holiday season is a particularly difficult time for many who struggle throughout the year to meet the basic needs of their families;

And Whereas: C.H.A.N.C.E.S. is requesting financial support for this initiative and recognizes that the generosity of individuals and businesses is key to supporting families, especially children at this time of year;

Therefore, be it Resolved that the Town of Cornwall donate two hundred and fifty dollars to C.H.A.N.C.E.S. to assist in their continued work in the Town.



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-32-2023 - Legion "Veterans Service Recognition Book" – Ad Purchase

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Royal Canadian Legion Prince Edward Island Command annually publishes the "Veterans Service Recognition Book" which recognizes Islanders, including Cornwall residents, who have served in Canada's military;

And Whereas: Funds raised through this publication also assist the Legion in the delivery of its many other ongoing community initiatives;

Therefore, be it Resolved: That the Town of Cornwall purchase a 1/10 page full colour ad, for the cost of three hundred and thirty dollars including HST, in the Royal Canadian Legion annual "Veterans Service Recognition Book".



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-33-2023 – QEH “Friends for Life” - Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Queen Elizabeth Hospital (QEH) annual “Friends for Life” campaign this year is raising funds for a CT Scanner required for the emergency department;

And Whereas: The QEH is the primary health care facility for the residents of the Town of Cornwall and the Town is an annual donor to the annual Friends for Life Campaign;

Therefore, be it Resolved: That the Town of Cornwall donate \$500 to the annual QEH Friends for Life campaign.



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-34-2023 – Guaranteed Livable Basic Income Pilot

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Jill MacIsaac**

Whereas: The PEI Working Group for a Livable Income (WGLI) participated in the development of “A Proposal for a Guaranteed Income Benefit for Prince Edward Island” which draft was completed in March 2023, and which has since been provided to the Province of PEI;

And Whereas: The Town of Cornwall supports, in principle, the proposition of a Guaranteed Livable Basic Income in Canada;

Therefore, be it Resolved: That the Town of Cornwall encourages the Province of PEI and the Government of Canada to engage in discussions and negotiations regarding the possibility of the establishment of a Guaranteed Livable Basic Income in Canada, with the Province of PEI serving as a jurisdiction for a pilot project of the initiative.

**TOWN OF CORNWALL
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING
Monday, November 20th, 2023, at 5:00 PM**

Chair: Councillor Judy Herlihy
Present: Councillor Cory Stevenson
Mayor Minerva McCourt

Also: Kevin Coady - CAO
Billy Ramsey – Infrastructure Supervisor
Stephen O’Shea – Utility Operator

One Community Member

Regrets: Deputy Mayor Jill MacIsaac

CALL TO ORDER

The meeting was called to order at 5:08 p.m. by Chair Judy Herlihy.

LAND ACKNOWLEDGEMENT

The Chair read the land acknowledgement; 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.

APPROVAL OF THE AGENDA

It was moved by Mayor McCourt seconded by Councillor Stevenson.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson, seconded by Mayor McCourt that the Environment and Sustainability Committee minutes of September 11th, 2023, be approved as circulated.

Motion Carried

BUSINESS ARISING

Councillor Stevenson added that the Autumn Wildflower campaign was successful and that all the flower packages have been passed out.

MIND YOUR PLASTIC PRESENTATION

Natasha Tucker put on a presentation for the company Mind Your Plastic. This company is a registered Canadian charity with the mandate of reducing the number of plastics thrown away in waste. Natasha gave a presentation on how municipalities can reduce their plastic waste at different events and Town owned buildings by buying reusable items such as plates, cups, silverware, etc.

It was recommended that the Town create policies requiring the use of reusable items in town facilities. Natasha also added that there have been towns that completely ban the use of single use plastics. Councillors recommended that Natasha get into contact with the Public School Board and see if they can do lessons for students. This service is not free, and they would do up a quote based on the Town's needs.

RESIDENT ENGAGEMENT

2 BILLION TREES PROGRAM WRAP UP

Billy Ramsey carried out the 2 Billion Tree program for the Town and he said that he completed all the paperwork for the project and forwarded it to the province. The Town with the help of the Cornwall Area Watershed Group (CAWG) planted and staked 320 trees. There was money left over for the Town to mulch around all the trees in the spring. During the tree planting there was also a course put on for tree pruning which eleven town staff attended.

Billy also spoke about a program that maybe coming next year to plant trees in residents' yards for a small fee. Billy spoke to Dorion's Landscaping about doing the work and they would be interested in the contract to do the work for the Town.

EDIBLE TREE PROPOSAL / FUNDING

The Town can receive \$10,000 to go toward planting an orchard. Staff assessed Town and Country Park, and Lowther Park for suitability of an orchard; they are too wet. Billy reached out to an existing orchard and asked if this kind of project would be difficult for the Town to do. They indicated that it would be, as the trees would have to be sprayed to keep insects away and grooming the trees every year takes a lot of time.

AUTUMN WILDFLOWER CAMPAIGN UPDATE

The Town ordered 100 packages of wildflowers and they were all given away to residents. The uptake was very well received, and the committee plans on doing it again next year and buying more packages.

BACKYARD CHICKENS

A resident raised the issue of allowing chickens in their backyard. This proposal was first brought up at the Planning committee and they chose not to pursue it at this time. The environment committee had a long discussion and is also choosing not to pursue this proposal at this time.

WATER CONSERVATION INITIATIVES REBATES AND WATER AUDIT

The Town would like to offer free water audits for residents to show how much water they are using and if there are any leaks at the residence. There is a possibility of a shower head rebate to help replace high flowing shower heads to more low flow shower heads. The committee would also like to send a press release out and considering make a video on water usage and how to conserve water.

The committee is looking to host a brainstorming session at a later date to get community suggestions and resident involvement to come up with a campaign for water conservation and to

breathe new life and ideas into the initiative.

CAWG UPDATES

HYDE POND RESTORATION PROJECT

Hannah MacLean from CAWG (Cornwall Area Watershed Group) was present for the meeting and provided an update on the project. Dr. Shetty has given verbal agreement that the project can go forward on his part of the land needed to do the work to Hyde Pond. The Committee would like to see Hannah get this agreement in writing as soon as possible. Hannah is also in the process of finding out who owns the dam as work needs to be done on it. When Hannah gets written approval, the committee would like to see a presentation for the project if the Town is going to be funding some of the project. Once that has been completed the Town will look at installing a gate down by the UV building in Cornwall to let equipment through.

IN CAMERA

NIL

CORRESPONDENCE

The committee has chosen not to pursue the PACE program funding currently.

DECEMBER MEETING DATE

There will be no meeting in December and the next meeting time is Monday, January 8th, 2024, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 6:43 p.m.

JUDY HERLIHY
CHAIR

BILLY RAMSAY
INFRASTRUCTURE SUPERVISOR

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: December 6, 2023 10:27 AM
To: Kevin Coady; Lori Bingley
Cc: T3Transit Info
Subject: November Ridership
Attachments: Cornwall Ridership November.pdf; November Accidents.pdf; November Breakdowns.pdf; November Complaints.pdf; November Marketing.pdf

Hello Everyone,

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

Monthly ridership for November 2023 was 2,838 and for November 2022 was 2,494. This is an increase of 14%

For 2023, we have a total ridership of 28,271 compared to 21,411 in 2022. This is an annual increase of 32% for total ridership in 2023.

The new evening route had ridership of 107 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
coachatlantic.ca | maritimebus.com



CORNWALL RIDERSHIP - NOVEMBER 2023

Date	Day	Values			
		Sum of Cornwall 1	Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Ridership
11/01/2023	Wed	57	5	58	122
11/02/2023	Thu	53	3	54	115
11/03/2023	Fri	56	15	51	126
11/04/2023	Sat	20	3	27	58
11/05/2023	Sun				0
11/06/2023	Mon	66	10	59	138
11/07/2023	Tue	58	7	64	133
11/08/2023	Wed	53	5	54	114
11/09/2023	Thu	54	4	49	110
11/10/2023	Fri	62	9	58	129
11/11/2023	Sat				0
11/12/2023	Sun				0
11/13/2023	Mon	16	7	20	44
11/14/2023	Tue	63	5	68	144
11/15/2023	Wed	61	4	56	123
11/16/2023	Thu	58	18	59	136
11/17/2023	Fri	54	10	51	122
11/18/2023	Sat	27	3	21	52
11/19/2023	Sun				0
11/20/2023	Mon	57	5	73	139
11/21/2023	Tue	60	6	60	136
11/22/2023	Wed	53	7	80	141
11/23/2023	Thu	55	4	58	119
11/24/2023	Fri	60	10	57	132
11/25/2023	Sat	21	3	24	38
11/26/2023	Sun				0
11/27/2023	Mon	56	2	45	106
11/28/2023	Tue	60	4	44	112
11/29/2023	Wed	52	7	49	112
11/30/2023	Thu	69	4	59	137
12/01/2023	Fri				0
Grand Total		1,301	160	1,288	2838

Route #
CORNWALL RIDERSHIP - NOVEMBER 2023

(All)
Values
Sum of Cornwall
Non Paying Ridership

Day	Sum of Cornwall	Non Paying Ridership
Sun	0	
Mon	427	
Tue	525	
Wed	612	
Thu	617	
Fri	509	
Sat	148	
Grand Total	2838	

	2023	2022	2021
Total Ridership	2,838	2,494	1,560
Monday - Friday	Paying 2,690	2,285	1,395
	Non - Paying 21	21	15
	Average 128	109	67
Saturday	Paying 148	209	150
	Non - Paying 3	0	-
	Average 49	52.25	38

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

November 2023



Call Type	Number
Medical First Responder	3
Fire Alarm	1
Structure Fire -- Mini Barn	1
Smoke from electrical outlet	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)	7 (100)
Cornwall Totals	60	69	91	100
NRFD Overall Totals	183	186	241	291

Call Types

	2020	2021	2022	2023
Motor Vehicle Accidents	17	12	16	14
Misc. Fire type calls	7	17	28	16
Fire Alarms	15	22	19	31
Medical First Responder	11	10	19	29
Carbon Monoxide Alarms	4	1	3	2
Structure Fires	1	1	1	2
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 - November 2023

	2023	2022	YTD 2023	YTD 2022
TRAFFIC OCCURRENCES				
Traffic Collisions	6	6	64	53
Traffic Related	21	20	233	274
Check Stops			2	5
Other Criminal Code				
Impaired Operations	1	4	31	25
Dangerous Operations				
Off Road Vehicles Act	1		4	2
Other				
PROVINCIAL STATUTES				
Liquor Act			6	5
Fire Prevention Act		1	6	6
Litter Act			1	4
Child Welfare Act	1		5	8
Coroner's Act		2	5	4
Dog Act			1	1
Family Relations Act	3		8	3
Mental Health Act	2	3	40	43
Cannibus Act			1	2
911 Act	6	4	46	24
Trespass Act		1	12	22
Municipal By-laws			3	4
Quarantine Act				2
Other			6	4
FEDERAL STATUTES				
Firearms Act			1	
Explosives Act				
Youth Criminal Justice Act				
Excise Act				
Other				
CRIMINAL CODE				
Fail to Comply	1	1	13	10
Disturbing the Peace	3	1	42	26
Public Mischief				1
Criminal Harassment			6	8
Breach of Peace			3	5
Disobeying of Court Order			5	4
Other	1		6	6
NATIONAL SURVEY				
Prisoners Held				
Other				
DRUG ENFORCEMENT				
Trafficking			1	
Production				
Possession			1	
Other	1		1	
CRIMES AGAINST PERSONS				
Sexual Assault	1	1	5	5
Sexual Offences			1	1
Harassing Communications	1	2	9	21
Harassment			4	
Uttering Threats	2	1	16	13
Assault	1	1	29	16
Assault with a Weapon		1	3	4
Other	1		12	1
CRIMES AGAINST PROPERTY				
Theft Under	4	2	80	61
Theft Over		1		2
Theft of Motor Vehicle			4	
Property Obtained by Crime			1	2
Mischief	4	4	99	61
Fraud	5	2	22	14
Break and Enter	4		16	5
Other	2		6	
COMMON POLICE ACTIVITIES				
Index Checks	75	85	521	472
Suspicious Persons	1	2	31	39
False Alarms	3	9	55	76
Items Lost/Found	1		11	14
Demonstrations/Property				1
Assistance General Public	6	3	56	63
Assistance to Other			6	21
Other				
TOTAL	158	164	1555	1462
SOTS Issued	36	29	338	336
Warnings Issued	19	9	130	102
Number of Complaints in the Community	83	78	1034	990

Cornwall Mayor's Report

November 2023

Traffic Occurrences:

Traffic Collisions:

There were six traffic collisions in November; four with reportable damage.

- Main Street (3)
- Capital Drive
- Meadowbank Road
- Ferry Road

Cornwall members responded to twenty-one traffic complaints, one off road vehicle act complaint and one impaired operation. Members issued the following summary offence tickets (SOTS) and warnings:

Summary Offence Ticket:	Total:
Speeding	6
Non-moving	21
Suspension	2
General Provision	7
Total:	36

Warnings:	Total:
Non-moving	9
Insurance	1
Speeding	9
Total:	19

Provincial Statutes:

911 Act:

Cornwall RCMP received six calls under the 911 Act in November; all were misdials. Four of the six calls were from the same business, which was having phone issues.

Child Welfare Act:

Cornwall RCMP received one call under the Child Welfare Act in November. The complainant had spoken to his ex just an hour and a half previous and there were no issues of concern. His ex lives in New Brunswick so he was directed to contact the police there if there were any future concerns.

Family Law Act:

Cornwall RCMP received two calls under the Family Law Act in November. The first file was not a police matter; however, a Child and Family referral was sent. The second file was in regards to a teen who had lost phone privileges and was becoming aggressive.

Family Orders and Agreements Act:

Cornwall RCMP received one call under the Family Orders and Agreements Act in November. This was investigated but it was not a criminal matter, a referral was sent to Child and Family with the father's concerns.

Mental Health Act:

Cornwall RCMP received two calls under the Mental Health Act in November; neither individual needed to be transported to the hospital for further assessment.

Criminal Code:

Disturbing the Peace:

RCMP received three reports of Disturbing the Peace in November. The first was a complaint of two individuals yelling back and forth at each other following a road rage incident. It had started in the city so City Police were there when a member arrived so RCMP we no longer needed. The second file was a report of two teenage girls fighting and about ten people watching. They left before police arrived and could not be located. The third file was a report of a male screaming on a trail, he was located at home. He was not suicidal but his sister was calling to set up an appointment to meet with a counsellor to deal with a grief issue.

Fail to Comply:

RCMP received one report of Failure to Comply in November. An individual was on conditions not to contact his ex and he did. This is still under investigation.

Indecent Act:

Cornwall RCMP received one report of an Indecent Act in November. There was a report of a male changing his clothes and peeing outside and the evening prior he was standing around with his pants down. There was too little information to identify him. The complainant was advised to contact police if he showed up again.

Drug Enforcement:

Controlled Drugs & Substance Act:

Cornwall RCMP received one report under the Controlled Drugs & Substance Act in November. It was a report of two individuals who were sitting in a vehicle, in a parking lot potentially consuming drugs. Members attended and there was no sign of drugs. The vehicle was broken down and they were waiting for a tow truck.

Crimes Against Persons:

Assault:

Cornwall RCMP received one report of Assault in November. An individual was arrested after assaulting another individual in a parking lot. This is still open under investigation.

Sexual Assault:

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

Harassing Communications:

Cornwall RCMP received one report of Harassing Communications in November. An individual had questions on the process of getting an EPO. She was receiving unwanted communication from her ex.

Uttering Threats:

Cornwall RCMP received two reports of Uttering Threats in November. The first report was from a concerned individual about a friend he felt had made vague threats to another friend. The messages were reviewed and no real threats were made. The second report was of threats made by an ex which turned out not to be direct threats but resulted in a no trespass order being served.

Defamatory Libel:

Cornwall RCMP received one report of Defamatory Libel in November. There was not enough evidence to proceed.

Crimes Against Property:

Mischief:

Cornwall RCMP received four reports of Mischief in November. The first report was of a punctured tire that occurred overnight. The second file was a lock that had been cut off a work trailer but nothing was taken. Neither of the two files had enough evidence to proceed. The third file was a request to remove someone from the home but refused to give a statement and did not want to pursue charges, the individual was removed and dropped off at a shelter for the night. The fourth file was the complaint of ongoing noise next door. When the member attended the noise had stopped so the complainant didn't wish to have them spoken with.

Theft Under \$5000:

Cornwall RCMP received four reports of Theft Under \$5000 in November. The first report of theft was that an individual refused to pay his cab fair and also stole some money from the driver's cup. The second and third reports were thefts from vehicles, neither were locked. The fourth theft was a bottle of alcohol.

Fraud:

Cornwall RCMP received five reports of Fraud in November. The first report was that a property manager was skimming rent money from tenants; this ended up being settled civilly. The second report was from an individual who had a student loan taken out in his name fraudulently for \$36000; this is also being investigated by the national student loan centre. The third file was from an individual who sent \$400 to someone for a couch advertised on Facebook Marketplace. After the money was sent the seller disappeared. The fourth file was a report from an individual who was defrauded by someone claiming to be his bank. The fifth file was a report from an individual that he had given his name and address to someone on Facebook to apply to a government program for disability support; no money was lost.

Break and Enter:

Cornwall RCMP received four reports of Break and Enter in November. There were two reports from the same individual that someone pried the lock off his shed. The first time a dirt bike was taken but later found in the nearby tree line. The second time the lock was pried off but nothing was taken. The third report was also of a shed where the lock was pried off, but again nothing was taken. The fourth report was from an elderly female who thought someone was living in her attic. She is believed to have dementia but seems to be able to take care of herself and her home. Adult protection has been notified.

Arson:

Cornwall RCMP received one report of Arson in November. It was a shed that had been set on fire. The cause was deemed undetermined.

Trespass at Night:

Cornwall RCMP received one report of Trespass at Night in November. It was a report from Citizen's on Patrol of two cars parked at the ball field with their lights on. A member attended but it was just a couple of individuals parked there chatting.

Common Police Activities:

False Alarms:

Cornwall RCMP responded to three False Alarm calls in November.

Items Lost and Found:

Cornwall RCMP located a bicycle sitting beside a lamp post in Cornwall, the chain was hanging off the bike and rusty.

Suspicious Persons:

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

Assistance to the General Public and Assistance to Others:

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

Criminal Record Checks:

RCMP conducted 75 criminal record/vulnerable sector checks for residents of Cornwall in November.

PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - November, 2023.

- Patrolling and monitoring open files.
- Nov 3- Complaint about garbage at 11 Poplar, it was supposed to be for #7 Poplar. NOV issued and mailed for garbage and derelict vehicle.
- Nov 10 - No new files.
- Nov 17- Complaint about garbage from 633 Main St., the Sizzler. I stopped in and took pictures. There was absolutely no unsecured garbage.
- NOV issued to 22 Keri Dr. for solar panels up with no permit.
- Nov 24 - Asked to check 7 Skyview for long grass in lot beside it.
- NOVs issued to Lot 58, PID 1133636 on Lantern Cr and Lot 3, PID 1129747 on Skyewater Dr.
- 33 LaCardy cleaned up significantly since last NOV issued.
- 7 Poplar absolutely no changes.

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	November	YTD
By-Law Cases - New	5	0	5
By-Law Cases - Closed	4	0	4
Humane - New	1	0	1
Humane - Closed	9	0	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	129	15	144
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	162	15	177

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	<u>\$0.00</u>

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday November 8th, 2023, at 4:30 PM**

Attendance: Chair Cory Stevenson, Steven Campbell, Corey Frizzell (presenting)
Staff: Kevin Coady, Kim Meunier, and Jennifer Hanus
Regrets: Mayor Minerva McCourt, Judy Herlihy
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

Chair Stevenson added points:

- 6) b. Parade Float and
- 6) c. CAMBA Batting Cage
- 7)iii)c. Veteran's Dinner

It was moved by Chair Stevenson and seconded by Councillor Campbell that the agenda be approved with the above noted additions.

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

After a few grammatical corrections to the minutes of October 11th, 2023, it was moved by Chair Stevenson and seconded by Councillor Campbell that those minutes be approved.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

a) Commemorative Bench/Tree Program

- i. Kim Meunier provided the committee with spreadsheet showing the cost of each bench choice. Councillor Campbell requested the digital copy to include links to the listings for the benches to better compare. Kim will provide this at a later date.
- ii. A draft of the Commemorative Tree and Bench Policy and application form was provided to the Committee to review as a starting point to bring to Committee of Council in January of 2024.

b) Town of Cornwall Parade Float

Chair Initials

- i. Chair Stevenson will take the ideas mentioned in the October 11th, 2023, meeting to Committee of Council for more input.
- c) Cornwall Area Minor Ball Association (CAMBA) Batting Cage
 - i. Chair Stevenson asked if there were any updates on the batting cage since the October 11th, 2023, meeting.
 - ii. Kim reported that she had not heard anything back since the meeting with CAMBA at the Terry Fox Sport Complex in September and will follow up with Sydney.
 - iii. Kim will ensure that they understand it will be open to other users and bookings for it will be made through the Town of Cornwall like our other facilities.

7) NEW BUSINESS

a) Grants

Councillor Frizzell was invited to the meeting to speak on the topic of the two grants listed below. These grants are offered through Service Canada and Councillor Frizzell disclosed that he is an employee of Service Canada, however, is not connected to the two programs below and he is not presenting as an employee of Service Canada.

i. New Horizons Seniors Program: Pan-Canadian Stream

1. This program is aimed at increasing programs for vulnerable seniors in our area. There is currently a call for proposal for projects that will span 5 years and see the Town of Cornwall act as a backbone organization to oversee other groups to deliver new programming for seniors.
2. Councillor Frizzell encouraged the Town to apply as we already have many programs for seniors that we could use in the application as a place to start and build on for the future. The program mentioned were the Tea and Talk, Senior's Dinner, and exercise classes.
3. The discussion around the application process focused on how the Town would be able to act as a backbone organization with the resources we have. That the funding being provided could be used to hire a staff person to oversee just this project, and what programs would be included.
4. The application process was discussed as the deadline to apply is November 15th, 2023, and the application is extensive. It was decided that Kim would fill out and submit the application and if we made it to the next step in the process, then we could modify and add more to it at that point.

ii. Youth Employment and Skills Strategy Program (YESS): Youth Focused

1. Councillor Frizzell explained that this program is aimed at helping youth who face multiple barriers in finding employment to increase their employability.
2. Concerns about how we would handle the youth the program would be targeted at were raised as it would take staff with specific qualifications and skill sets to work at these programs. Currently, the Town of Cornwall does not have the ability to run the program.
3. It was decided that the Town would not be able to apply for this program as it does not have the capacity or the staff required to manage it.

b) Programs Updates (Manager's Report)

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

Chair Initials

i. Fall Programs

1. Kim reported that there were new programs starting this week including Yoga, Kids in the Kitchen, Baking, and Holiday Art classes.
2. Kim noted that a new person to fill the position of Event and Programs Coordinator has not yet been filled, however, interviews were conducted and there is the hope that there will be a candidate chosen this week.
3. Councillor Campbell noted that his son loves the dodgeball program and hopes it will continue into the Winter program. Discussion followed that the gym at Westwood is not available in January and February so it would be delayed until March. Councillor Campbell asked if Eliot River was a possibility, and it is not as that gym is booked by other groups.
4. Kim noted total usage at the fields was up over 2023.
5. The Turf Field replacement was discussed as it is now beyond its usage time and is a safety issue for user groups. It was noted that there were still no funding programs announced that the Town could apply for to use for the replacement. Kevin Coady said they would put a tender out subject to funding or have the Town pay to have it done as the field will be unusable in 2024.
6. Privateers held their final Football Games on Sunday and Chair Stevenson passed on his congratulations on a well-run event.

c) Event

i. Event Recap

1. Cornball Tournament

- The Cornball Tournament was held on October 15th, at the East Wiltshire and Terry Fox Ball Fields.

2. Halloween

- All Halloween events were well attended showing that the Cornwall Events are growing each year.
- Approximately 450 children attended the earlier event however it was difficult to determine how many were at the later event.
- The total money raised for Christmas Families was \$1933.
- It was noted that for 2024, we could partner with Eliot River for the Haunted Trail.

3. Veteran's Dinner

- The event was held on November 4th, 2023, in person at the Kingston Legion with delivery available for those who were medically not able to attend.

ii. Upcoming Events

1. Christmas Events

- Changes to the Breakfast with Santa include a please wait to be seated policy with volunteers assigned to specific tables to serve. The cadets and the group lead by Bev Letner will be contacted to serve.
- Sam's Wednesday Night Trivia will be cancelled that week and Holiday Trivia will be held at Sam's on December 8th, at 8am. Teams will have to register in advance to reserve a table.
- The Christmas Parade will have help from the Atlantic Police Academy to keep vehicles off Main Street during the parade. If there is a need for it, we will hire one of the traffic control companies to help as well. The

event following the parade will be a Santa Mingle, with no individual sit downs with Santa. There will be 15 people collecting food along the way for the food bank, this will slow the parade down. To make the event at Town Hall run smoothly, the volunteers will be at Town Hall to get it ready for the end of the parade.

- The Christmas Lights tour will be in Cornwall only and will have two times to book for. The early booking will get Cookies and Hot Chocolate after their tour while the later booking will get them before their tour.
 - The Senior's Christmas Dinner has been moved to December 14th.
 - All events will end the week before school ends for the Christmas break.
 - The Holiday Event Schedule with Christmas events will launch on November 14th, 2023.
2. Snowfest was mentioned as planning has started or this event that will take place in February.
 3. The Events Committee will meet near the end of January to discuss new ideas and get a good start on a budget for 2024.

iii. Winter Wonderland Concept

1. The Events Committee along with Kim discussed the idea of adding 11 lit Christmas trees to the front space of Town Hall and inviting groups to decorate the trees. The trees will be lit at the same time as the main large tree on December 2nd. Kim will source trees for this.

d) Facilities

i. Facility Booking Update

1. Hours are up overall and all bookings at the sports fields are complete for the season and the facility is now closed.

ii. Terry Fox Sports Complex Outdoor Rink Relocation

1. Current rinks are located at the Tennis courts by Erin Court.
2. This presents challenges for set up and maintenance.
3. Kim proposed moving the rinks to the grass field by the Terry Fox sign just off Main St.
4. The rinks would be easier to set up and maintain at this location and there would be more parking available. Lighting would be similar to what is set up at the Town Hall Rink.
5. Chair Stevenson and Councillor Campbell approved relocating the rinks to the field by the Terry Fox parking lot.

iii. Soccer Dugouts

1. Councillor Campbell recommended exploring the possibility of adding shelters or dug outs to the upper grass soccer field at the Terry Fox Sport Complex.
2. Kim will research possibilities for shelters or dug outs and the cost of putting some at that location.

8) OTHER

i. Request to Reconsider 55+ Games

- a) Following the October 11th meeting, the PEI 55+ Games Society requested a meeting with Chair Stevenson, Mayor McCourt and Kim to reconsider hosting the PEI 55+ Games in 2025
- b) The PEI 55+ Games Society recognized that it would be a drain on the town for us to host the Games and reached an agreement with the Town to host the 2025 PEI 55+

Chair Initials

Winter Games where the PEI 55+ Games Society would form the host committee and provide funding to the town that would include hiring a staff person to provide clerical assistance to help with the increased workload for the Town staff.

- c) The economic spin offs from hosting would include increased usage at the APM Centre, and Curling Club, as well as many people visiting the Town during the Games.
- d) Chair Stevenson motioned to approve, and it was seconded by Councillor Campbell to agree to host just the 2025 PEI 55+ Winter Games subject to the arrangements agreed to in the meeting with the PEI 55+ Games Society with the option to enter into the four-year rotation with Summerside, Charlottetown and Stratford if the 2025 Games go well.

ii. **Active Transportation Trail Application**

- a) The deadline to apply for funding for 2024 is December 1st, 2023.
- b) The committee recommended applying for funding to connect MacPhail Trail with Tranquility Trail and to extend the Active Transport Trail to Terry Fox Sports Complex and pave part or all of the trails around the Complex. The priority for paving the trails in the Terry Fox Complex would be the trail leading from the parking lot to the Club House/Turf Field.
- c) Chair Stevenson moved to accept the trails mentioned above and Councillor Stevenson seconded the motion.

9) **IN CAMERA**

NIL

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, January 10th, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 7:00pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

Chair Initials

**Town of Cornwall
Planning Committee Meeting
November 1, 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

Councillor Frizzell requested the addition of "Solar Panels" as Agenda Item 7(d). It was moved by Councillor Frizzell and seconded by Councillor Campbell that the Agenda be approved as amended.

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 October 4, 2023, be approved as read.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

a) Public Meeting – October 19, 2023

i. Minutes

ii. Bylaw #422D – Proposed Amendments to Bylaw #422 and Zoning Map

The Committee reviewed the proposed text amendments and Zoning Map amendments. The only comment received regarding text amendments was excluding holidays from the Construction Plan. The Committee discussed that not all holidays are statutory holidays and would not consider such amendment at this time. Another comment was received while reviewing Zoning Map amendments, regarding drainage at PID 928911 Fulton Drive.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend Bylaw #422D for First Reading and approval at the next regular Council Meeting.

iii. OPA-2023-1 – Proposed Amendments to the General Land Use Plan (2022 Official Plan)

The Committee reviewed the General Land Use Plan amendments and discussed that the amendments are necessary to ensure consistency with the Zoning Map amendments.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend Official Plan Amendment OPA-2023-1 for approval and adoption at the next regular Council Meeting.

b) 17-25 Meadowbank Road – Tim Hortons (D.P. Murphy Inc.)

The Applicant has submitted a revised plan showing a drive-thru exit onto Main Street as well as keeping the existing drive-thru exit into the plaza parking lot. The plan also proposes removing the existing right-in-only-entrance off Meadowbank Road and create a new combined entrance and exit. Staff advised that the Province has reviewed the proposed entrance and exit changes. The Committee discussed that the new proposed drive-thru exit onto Main Street helps address concerns discussed previously. The Committee further discussed that their preference is for the drive-thru to exit on Main Street only, and not be able to continue exiting into the plaza parking lot.

7) NEW BUSINESS

a) 91 Kingston Road – Accessory Building Development

Staff advised that two (2) permits were issued, each for one (1) 41'7" x 12' accessory building with a maximum height of 14'; however, what has been constructed is not what was approved and permitted and does not conform to other aspects of the Bylaw. The structure does not meet the setback requirements prescribed in the Bylaw, exceeds the allowable height and size, and grading to facilitate construction has been performed on adjacent lands. Due to the scale and size of the structure, it is subject to the National Building Code and Provincial Building Permits must be obtained. Staff met with the property owner and their representatives, together with the Provincial Chief Building Inspector. Currently, the structure does not meet standards of the National Building Code. Staff advised the Committee that the next step is for the property owner to obtain authorization from the adjacent landowner for grading performed on their land. Following which, the property owner has the right to apply for a Variance for the size and setback of the building. Staff will keep the Committee updated with any new information.

b) Primrose Point Subdivision Extension

The Developers have submitted preliminary subdivision plans for Phase 1A and Phase 1B. Staff advised that the Province has approved the road alignments. The Committee discussed the proposed open space in Phase 1B and were in favour of cash in lieu.

It was moved by Councillor Campbell and seconded by Chair MacIsaac to recommend Subdivision Phase 1A and Phase 1B to Council for Preliminary Approval.

c) Electronic Sign – Mark Simmons

The Committee discussed that similar proposals from the same company have been presented to Council and Committees in the past and was recently presented to the Public Works Committee. The proposal is to install an electronic sign for advertising on Town land, either at the corner of MacRae Drive and Main Street or the Terry Fox Centre along Main Street. Councillor Campbell, also Chair of Public Works Committee, advised that the location options and sign design presented to the Public Works Committee were different. The Committee discussed and decided to send the item back to the Public Works Committee, then to Committee of Council for further discussion. Planning Staff advised that should the company submit a Development Permit Application the Planning Department will review at that time.

d) Solar Panels

Councillor Frizzell asked what the permit requirements are for ground mounted solar panels. Staff advised that the developer must submit a Development Permit Application with panel and racking design, and site plan. Ground mounted panels are subject to setback and lot coverage standards, and maximum height of 14'. Councillor Frizzell asked staff to review the Development Permit Application and Development Permit of a recently installed ground mounted panel array to ensure it complies. Staff advised that the Development Permit Application and issued Development Permit comply with Bylaw requirements but would review on site to ensure compliance.

8) **OTHER BUSINESS**

NIL

9) **IN CAMERA**

NIL

10) **NEXT MEETING**

The next Planning Committee meeting will be held Wednesday, December 6, 2023, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:18pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development



TOWN OF CORNWALL
RESOLUTION

DATE: December 20, 2023
COMMITTEE: Planning and Development
MOTION NUMBER: PL-36-2023
Bylaw #422D - Second 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 _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

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 #422D, 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 November 22, 2023;

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



TOWN OF CORNWALL

RESOLUTION

DATE: December 20, 2023

COMMITTEE: Planning and Development

MOTION NUMBER: PL-37-2023
Formal Adoption of Bylaw #422D
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

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 #422D, 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 November 22, 2023;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) 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 Town of Cornwall regular council meeting held on December 20, 2023;

Therefore, be it Resolved: That the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422D, 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.

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 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 designations of General Commercial (C1) and Multiple Unit Residential (R4).
 - 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).

2nd 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 approved and 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: December 20, 2023
COMMITTEE: Planning Committee
MOTION NUMBER: PL-38-2023
**Change of Use – Institutional Building
Portion of 73 Main Street (PID 453654)**

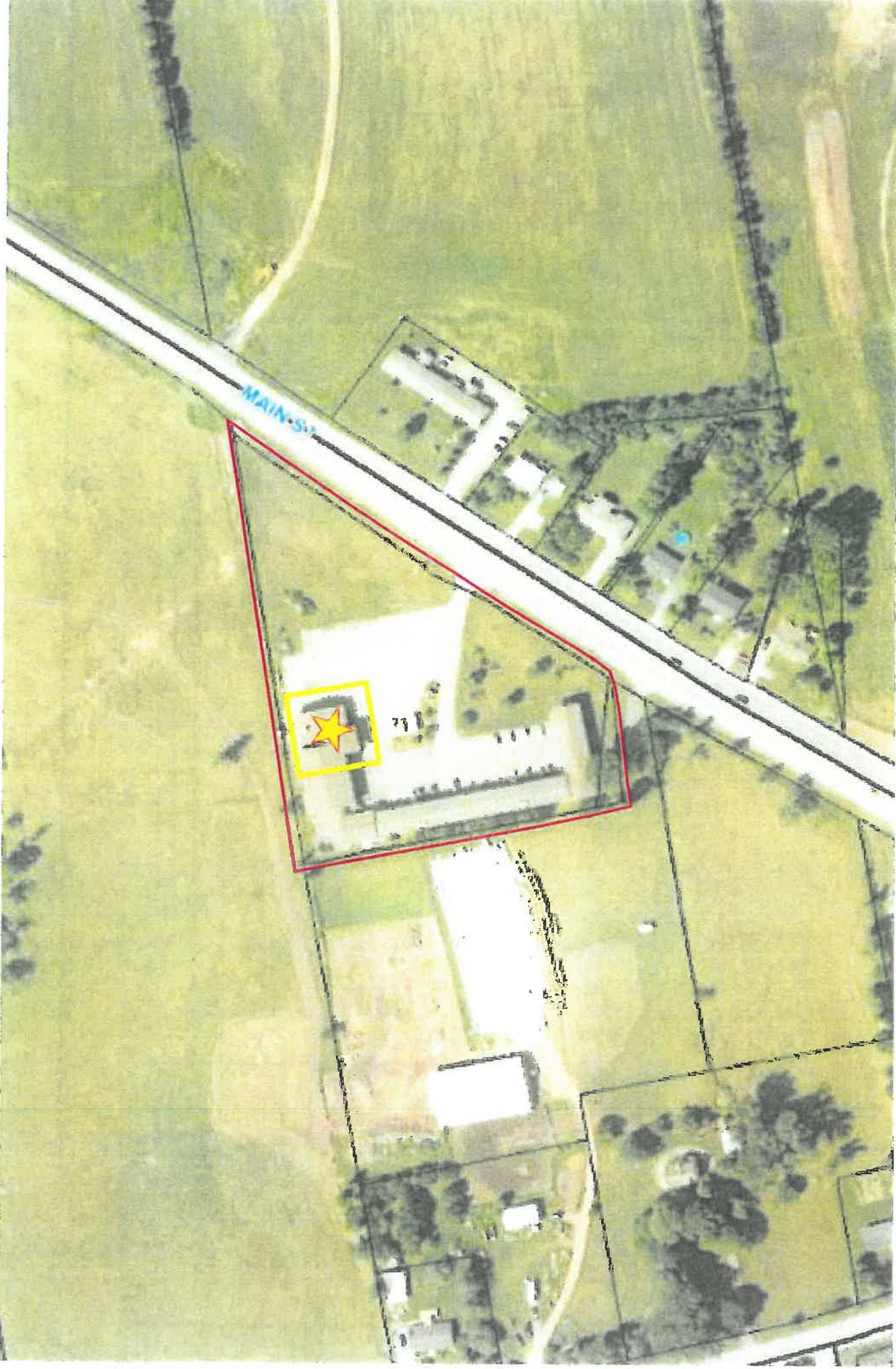
MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**
Seconded by Councillor _____ **Steven Campbell**

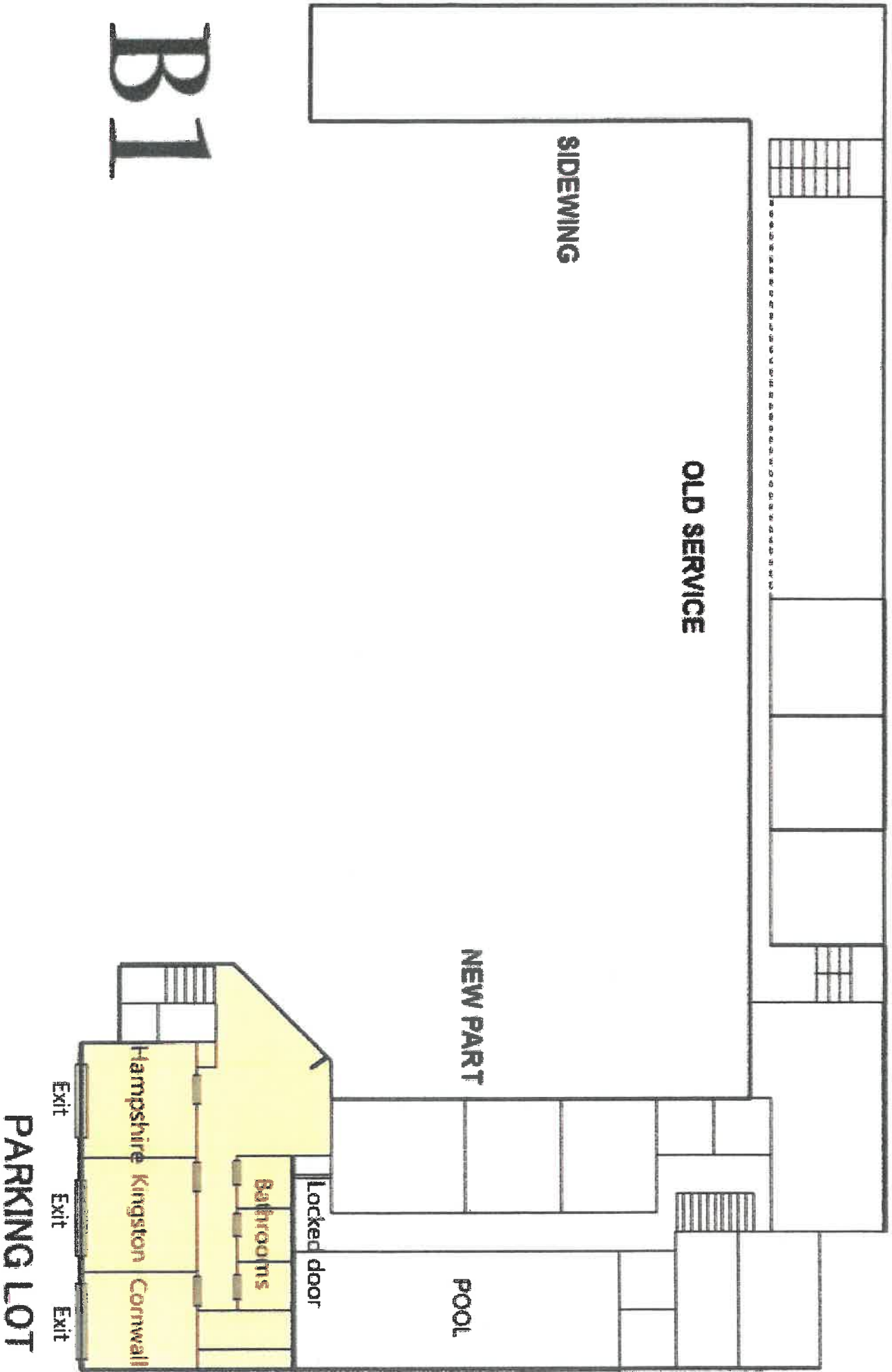
Whereas: the Town received a Change of Use Application to change the use of a portion of the building at 73 Main Street (PID No. 453654) (the “Property”) to Institutional Building for the purpose of establishing a childcare facility; and

Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, and noted the proposed use is appropriate and all other relevant provisions of the Bylaw have been met;

Therefore, Be It Resolved That: Council grant approval of the *Change of Use* to Institutional Building for a portion of the building, as shown on a site plan included with the Change of Use Application, subject to obtaining a license to operate such a childcare facility and entering into a Development Agreement with the Town.



7(a) – 73 Main Street – Change of Use



B1

**TOWN OF CORNWALL
PUBLIC WORKS COMMITTEE MEETING
Wednesday, November 22, 2023, at 5:30 PM**

Chair: Councillor Elaine Barnes
Present: Councillor Corey Frizzell
Mayor Minerva McCourt

Also: Doug Longmoore -- Infrastructure Manager

Regrets: Councillor Steven Campbell

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Deputy Chair Elaine Barnes.

LAND ACKNOWLEDGEMENT

The Chair read the land acknowledgement; 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.

APPROVAL OF THE AGENDA

It was moved by Councillor Frizzell and seconded by Mayor McCourt that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Frizzell, seconded by Mayor McCourt that the Public Works Committee minutes of September 27th, 2023, be approved as circulated.

Motion Carried

BUSINESS ARISING

PUBLIC WORKS UPDATE

Winter Maintenance

Staff have prepared the sidewalk machines and have marked out routes for clearing sidewalks. This is the final year of the contract with Earthform to do snow removal from the buildings parking lots and the committee would like a cost analysis of bringing the service in house starting fall of 2024.

2024 Paving List

Staff have evaluated and provided a prioritized list for paving improvements to submit to the province for the 2024 paving list. The list includes resurfacing of Kingston Road, Jewel Road,

Warren Grove Road, Susan Drive and Barbara Drive as well as recommendations on spot repairs.

CORNWALL ROAD SPEED REDUCTION REQUEST

The Committee received a request to review the number of speed limit changes on Cornwall Road and has requested that the province review the speed limit on the street with the intent of lowering the speeds coming from the bypass into the residential area.

CROSSWALK AND RFB REQUEST FOR FERRY ROAD

The Town has received a very positive response to the new crosswalk and rapid flash beacons (RFB) installed on Main Street and Centennial Drive. The committee is sending a request to the Department of Highways that a crosswalk and RFB lights be installed on Ferry Road at Waters Edge Lane and on Ferry Road at the Eliot Park/Primrose Point crossing location.

AT TRAIL PHASE 4 LIGHTING / STREETLIGHTS MAIN STREET

The new trail lighting has been installed along Main Street from Meadowbank Road to Terry Fox Place and it was noted that that the existing Maritime Electric Street lights are directly above the new trail lighting. The Committee agreed to make the request to Maritime Electric to move the existing streetlights to the other side of the road.

OTHER

The Committee would like to invite Stephen Yeo, director of Infrastructure Project with Provincial Department of Transportation and Infrastructure to meet with the Committee and discuss increased demands on the roads through growth and other safety concerns.

IN CAMERA MGA

Nil

MEETING TIME

The next meeting time is Wednesday, January 24th, 2024, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 6:08 p.m.

STEVEN CAMPBELL
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Tuesday, November 6, 2023, at 4:30 PM**

Chair: Councillor Elaine Barnes
Present: Mayor Minerva McCourt
Councillor Cory Stevenson

Also: Doug Longmoore – Infrastructure Manager
Kevin Coady – Chief Administrative Officer
Wendy MacKinnon – Manager, Corporate Services
Stephanie Cairns – Water/Sewer Clerk

Regrets: Deputy Mayor Jill MacIsaac

CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Chair Barnes.

LAND ACKNOWLEDGEMENT

The Chair read the Land Acknowledgement; 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.

APPROVAL OF AGENDA

It was moved by Councillor Stevenson and seconded by Mayor McCourt the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson and seconded by Mayor McCourt the Minutes of September 5th, 2023, be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

AMR PROPOSAL

Staff reported the Town received a quote from our water meter supplier, Neptune Technology, for subscription services to their automatic reading (AMR) software service called Neptune 360. This service would provide many benefits to Town staff with existing metered properties as well as future meter services. Chair Barnes inquired into cost factors that staff will follow up with.

IN CAMERA

MGA s.119(1)(d)(f) – Moved by Councillor Stevenson seconded by Mayor McCourt to go In Camera at 4:40 p.m.

Resumed meeting at 5:10 p.m.

Wendy MacKinnon left the meeting at this time.

PROJECT UPDATES

Generators

WSP is completing the tender package for the purchase and installation of three new standby generators for the Town. Generators will be placed at North River UV Building, River Point Pumphouse and Warren Grove Lift Station. The tender should be out next week.

Water Tower

Design work continues for the new water tower for the Town. exp refined the dimensions and recommend the new water tower have a smaller circumference, but also increase the height, over the current tower, which would also reduce the overall cost. The land has been cleared and Fundy Engineering will be at the site next week collecting bore samples.

Utility Master Plan

The draft Master Plan should be available by mid November. Staff noted recommendations will include future expansion and development ranging from the next 5 years to 25 years.

SECURITY UPDATE

Illegal garbage dumping took place at the new wellfield and unfortunately the cameras did not detect the activity, however, items dumped with mailing addresses were forwarded to the RCMP. Staff noted that a gate was installed at the top of the entrance, and they installed another camera. Staff would like to install intrusion alarms at various utility sites tied into the existing SCADA system and requested that they be included in next years budget.

COMPENSATION REQUEST

The Town received a request from a resident for partial reimbursement for a water leak that happened on their property. The shut off valve was an older style cast iron type that was broken off at the service. Staff noted that normally a valve replacement would cost approximately \$300. The Committee directed staff to reimburse the resident \$300 and forward a letter to the resident explaining the reimbursement.

STAFFING

Chair Barnes spoke on the importance of cross training and staff coverage and the ongoing struggles related to finding operators. It was also noted that Les Phelan is now fully retired. Staff would like to hire and train for an 8-month position.

MEETING SCHEDULE

The regular Utility meeting is scheduled for the first Monday of the month, however, when the first Monday of the month falls on a holiday, the Utility meeting will automatically be

rescheduled for the second Monday of the month.

PUBLIC INPUT

Nil.

OTHER

Nil.

MEETING ADJOURNED

Meeting adjourned at 5:55 p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER