

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, July 24th, 2024
4:30 PM**

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

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

Regrets: Nil

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Herlihy moved, seconded by Councillor Barnes, that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Stevenson will recuse himself for section 8(b)(vii)

APPROVAL OF THE MINUTES

a) **June 26, 2024, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Herlihy that the minutes of May 15, 2024, 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 – June 19, 2024** - included in the package.
 - ii) **First Quarter Financial Statements**

- b) **Resolutions:**

COC-21-2024 Signing Authority

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall is required to update signing authorities for the National Bank of Canada whenever there is an internal change in those authorities and these authorities were updated with the National Bank, however a formal resolution was not passed;

Therefore, be it Resolved: That the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of Cornwall Council are Mayor Minerva McCourt and Deputy Mayor Jill MacIsaac;

And be it further Resolved: That the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of administration are Kevin Coady, Chief Administrative Officer, and Wendy MacKinnon, Manager of Corporate Services.

Motion Carried

COC-22-2024 Provincial Power Corporation Study

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Be it Resolved: That the Town of Cornwall Council endorses the study being conducted by the Province of Prince Edward Island into the possibility of establishing provincially owned production and delivery of electricity.

Motion Carried

COC-23-2024 Remuneration Bylaw – Independent Review

Moved by Councillor Corey Frizzell

Seconded by Councillor Elaine Barnes

Be it Resolved: That the Town of Cornwall Council, per section 10 of the *Council Remuneration and Expenses Bylaw*, commissions an Independent Review of the *Council Remuneration and Expenses Bylaw*;

And be it Further Resolved: That town administration shall bring forward a proposed composition of the Commission to undertake the Independent Review and proposed terms of reference for the Independent Review to the next Committee of Council meeting.

Motion Carried

COC-24-2024 Wild Threads Literary Festival

Moved by Councillor Cory Stevenson
Seconded by Councillor Elaine Barnes

Whereas: The PEI Writers Guild supports the development and sustainability of the literary arts on PEI;

And Whereas: The Town of Cornwall supports participation in the literary arts and the PEI Writers Guild has requested that the Town of Cornwall support the 2024 Wild Threads Literary Festival;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the PEI Writers Guild 2024 Wild Threads Literary Festival.

Motion Carried

COC-25-2024 Bragger's Cup – Hole Sponsorship

Moved by Councillor Cory Stevenson
Seconded by Councillor Corey Frizzell

Whereas: The Braggers Cup is a local golf tournament which raises funds for the Prince Edward Island Chapter of the Make-A-Wish Foundation;

And Whereas: The PEI Chapter of the Make-A-Wish Foundation fulfills wishes for numerous children throughout PEI in general and Cornwall in particular; and the Town of Cornwall has supported this fundraiser in the past and desires to continue doing so;

Therefore, be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the Braggers Cup Tournament to sponsor a hole in the event.

Motion Carried

COC-26-2024 C.H.A.N.G.E. Program – Space Donation

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Whereas: The Town of Cornwall is a community that values the physical and mental health and wellness of its residents, and is committed to developing and investing in strategies that promote this wellbeing;

And Whereas: The Town has for the previous four years provided space, at no cost, to the Canadian Health Advanced by Nutrition and Graded Exercise (C.H.A.N.G.E.) Program;

And Whereas: The Town of Cornwall has been asked to donate the use of town space for the C.H.A.N.G.E. Program for another year;

And Whereas: The Town currently has space available and is interested in again assisting this program;

Therefore, be it Resolved: That the Town of Cornwall donate the use of space in the Cornwall Civic Centre at dates and times as are mutually agreeable between the Program and the Town, subject to availability, availability is at the sole discretion of the Town.

Motion Carried

Councillor Stevenson recused himself at this time.

COC-27-2024 Camp Seggie Donation

Moved by Councillor Jill MacIsaac
Seconded by Councillor Corey Frizzell

Be it Resolved: That the Town of Cornwall donate four hundred and nineteen dollars (419.00) to Camp Seggie to sponsor one child for a one week camp experience.

Motion Carried

Councillor Stevenson returned to the meeting.

COC-28-2024 Wrongful Conviction Day

Moved by Councillor Cory Stevenson
Seconded by Councillor Elaine Barnes

Whereas: Wrongful Conviction Day is designated as an annual International Day to recognize

the tremendous personal, social and legal costs associated with wrongful criminal convictions and it falls on October 2nd this year;

And Whereas: The International Wrongful Conviction Committee has requested that October 2nd be proclaimed as “Wrongful Conviction Day” in the Town of Cornwall;

And Whereas: The Town desires to recognize those that have been forced to endure the tremendous consequences brought on by a wrongful criminal conviction;

Therefore, be it Resolved: That the Town of Cornwall declares October 2nd 2024 as “Wrongful Conviction Day” in the town and that the town hall be illuminated in yellow on that day.

Motion Carried

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:** The committee will not meet in July or August. Councillor Herlihy stated the Town is accepting applications for the Personal Property Tree Program, and to date the response has been positive towards this program.
- b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

- a) **Minutes/Reports:**
 - i) **Minutes – July 3, 2024 (Draft)** included in the package.
 - ii) NRRFD, RCMP, Bylaw, Humane Society, Transit Reports are all included in the package. Councillor MacIsaac thanked the RCMP for the new reporting; so much easier to follow and understand.
 - Transit ridership numbers have increased 36% year to date over 2023.
 - iii)
- b) **Resolutions:** Nil

PARKS AND RECREATION

- a) **Minutes/Reports:**
 - i) The committee did not meet this month.
Councillor Stevenson provided the following notes:
 - Canada Day was a huge success; pancake breakfast was the busiest yet. Thank you to the Lions Club for providing food and cooking, the 323 Air Cadets for serving, and Julie Pellissier-Lush for leading the circle of peace – to name a few. Thanks to the Filipino Dancers for their diverse entertainment at the official

- opening, local business Top Hat Party for providing balloon animals to the kids, local youth band Boney Oaks for their wonderful music.
- Thank you to the staff and volunteers for all their hard work for the events during Canada Day. Thank you to Mayor McCourt and Councillors that attended and helped with the events.
 - Community park party will be held Friday, August 23rd. Check website for times and information. The July park party was a big success with a couple of hundred people in attendance. Big thanks to staff for their hard work making it a smooth event.
 - Parks & Recreation manager, Kim Meunier, was recently recognized by Recreation PEI. Councillor Stevenson shared the nice comments by said group and congratulated Kim on her great success and standing with community recreation in the Town.
 - Local sports teams have been working hard at fundraising as of late. I was able to stop into several car washes put on by CAMBA.
 -

b) Resolutions:

PR-08-2024 Ballfield Lights Tender Award

Moved by Councillor Cory Stevenson
Seconded by Councillor Corey Frizzell

Whereas: The Town of Cornwall issued a tender call for the installation of field lighting at the second ballfield at the Terry Fox Sports Complex;

And Whereas: Two compliant bids were received in response to this tender call;

Therefore be it Resolved: That the Town of Cornwall upon, and pursuant to, the recommendation of the town’s engineers award the ballfield lighting contract to A&B Electric, the low bidder, for the price of five hundred and twenty one thousand five hundred and twenty five dollars, inclusive of HST.

Motion Carried

PR-09-2024 Bicycle Helmet Awareness Event

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Whereas: The Town of Cornwall promotes safe bicycle riding and hosts an annual bike rodeo event for children among other bike safety efforts and events;

And Whereas: The Town would like to further its bike safety and injury prevention efforts and

has received a request to participate in a bicycle helmet awareness event with “injuryfreepei”;

Therefore be it Resolved: That the Town of Cornwall organize a bicycle helmet awareness event in conjunction with “injuryfreepei” and contribute \$500 to purchase bicycle helmets for the event.

Motion Carried

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:** The committee did not meet this month

b) **Resolutions:**

PL-20-2024 Special Permit Use (C-116-24) -Multiple Unit Dwelling Development- Building #2 Affordable Housing PID 1161314 Kingston Road

Moved by Councillor Corey Frizzell

Seconded by Councillor Elaine Barnes

Whereas: The Town received a Development Permit Application for a Multiple Unit Dwelling development located at PID 1161314 Kingston Road (the “Property”), which Property is zoned Multiple Unit Residential (R4).

And Whereas: The development concept proposes three (3) Multiple Unit Dwellings constructed over three (3) phases, and the creation of 46 Affordable Housing dwelling units.

And Whereas: Council Resolution PL-02-2024 dated February 28, 2024, provided support in principle for the development concept, and granted Special Permit Use Approval for development of the first Multiple Unit Dwelling.

And Whereas: The proposed Multiple Unit Dwelling design is a Special Permit Use in the R4 Zone pursuant to Section 12.3(f) of the *Zoning and Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

And Whereas: Council has considered the Town of Cornwall *2022 Official Plan*, the Bylaw, a Professional Planning Report, and the Affordable Housing Incentive Program.

Therefore, be it Resolved: That Council grant approval of a Special Permit Use allowing development of the second building, being a 16-Unit Multiple Unit Dwelling at PID 1161314 Kingston Road, subject to the Developer entering into a Development Agreement with the Town.

Motion Carried

**PL-21-2024 Special Permit Use (C-117-24) -Multiple Unit Dwelling Development-
Building #3 Affordable Housing PID 1161314 Kingston Road**

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Whereas: The Town received a Development Permit Application for a Multiple Unit Dwelling development located at PID 1161314 Kingston Road (the “Property”), which Property is zoned Multiple Unit Residential (R4).

And Whereas: The development concept proposes three (3) Multiple Unit Dwellings constructed over three (3) phases, and creation of 46 Affordable Housing dwelling units.

And Whereas: Council Resolution PL-02-2024 dated February 28, 2024, provided support in principle for the development concept, and granted Special Permit Use Approval for development of the first Multiple Unit Dwelling.

And Whereas: Council Resolution PL-20-2024 dated July 24, 2024, granted Special Permit Use Approval for development of the second Multiple Unit Dwelling.

And Whereas: The proposed Multiple Unit Dwelling design is a Special Permit Use in the R4 Zone pursuant to Section 12.3(f) of the *Zoning and Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

And Whereas: Council has considered the Town of Cornwall *2022 Official Plan*, the Bylaw, a Professional Planning Report, and the Affordable Housing Incentive Program.

Therefore, be it Resolved: That Council grant approval of a Special Permit Use allowing development of the third building, being a 12-Unit Multiple Unit Dwelling at PID 1161314 Kingston Road, subject to the Developer entering into a Development Agreement with the Town.

And be it Further Resolved: That water and sewer utility services for the third building shall not be approved and occupancy shall not take place until such time that parking requirements are satisfied and comply with the Bylaw.

Motion Carried

PUBLIC WORKS

- a) **Minutes/Reports:**
 - i) **Minutes: June 26, 2024 (draft)** included in the package.

- b) **Resolutions:** Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports: June 24, 2024 (draft)** included in the package.
- b) **Resolutions:**

U 03-2024 ~ Cornwall Road Servicing

Moved by Councillor **Elaine Barnes**
Seconded by Councillor **Jill MacIsaac**

Whereas: There has been a great deal of interest from various parties regarding developing a business park and/or various commercial enterprises on the Cornwall Road adjacent to the Trans-Canada Highway in addition to interest in the development of single and multi-unit residential housing in the area;

And Whereas: The limiting factor to continued development in this part of Cornwall is the lack of utility services and the Town is proceeding with the completion of the design for the installation of these utility (Water/Sewer) services on Cornwall Road;

And Whereas: There is a very high estimated cost to this project, it is recommended that the project be completed in phases, with the first phase extending to the point along Cornwall Road that can be serviced by gravity sewer services;

Therefore, be it Resolved: That the Town of Cornwall commission WSP, as the Town’s engineering consultant, to complete the design and prepare tender documents for the first phase of the extension of utility services on Cornwall Road, with said tender ready for issue in fall 2024 and construction to begin in spring 2025, should satisfactory funding be secured.

Motion Carried

U 04-2024 ~ Engineering Servicing

Moved by Councillor **Elaine Barnes**
Seconded by Councillor **Jill MacIsaac**

RESOLVED:

Whereas: The Town of Cornwall has had a standing offer contract with WSP to provide engineering services since 2016. This included a 5-year contract and a 3-year extension of the contract that expires this fall;

And Whereas: The Town is obliged to ensure that contracts are awarded in a way that is fair, transparent, competitive and consistent with value for money principles;

And Whereas: The current contract with WSP is set to expire in fall 2024, and the Town should

seek out competitive prices from qualified professional engineering firms to ensure that the Town is receiving competitive rates for on demand engineering services that the Town requires;

Therefore, be it Resolved: That the Town of Cornwall develop and issue a request for proposals (RFP) for a new standing offer contract for professional engineering services for the Town and Utility for a 5-year period.

Motion Carried

CORRESPONDENCE

- Councillor Frizzell thanked Town Council for bringing support to Football PEI, and both teams that competed in the Atlantic Bowl won gold medals.
- Mayor McCourt passed along condolences to staff member Gary Drake who lost his son-in-law recently.

OTHER BUSINESS

IN CAMERA

Per MGA s.119(1)(a), it was moved by Councillor MacIsaac and seconded by Councillor Stevenson to go in camera at 5:10pm.

ADJOURNMENT

The meeting was adjourned at

MAYOR

CHIEF ADMINISTRATIVE OFFICER