

Town of Cornwall
Regular Council Meeting
September 25, 2024, 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) August 28, 2024
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
- 8) **Committee of Council**
 - a) **Minutes/Reports**
 - i) Minutes – August 21, 2024
 - b) **Resolutions**
 - i) Canada Community Building Fund – Capital Investment Plan
 - ii) Tranquility Trail Extension – RFP Award
 - iii) Audited Financial Statements
 - iv) Primrose Point Park/Drainage – RFP Award
 - v) Blooming House – Sponsorship Request
 - vi) Courageous K-9 – Sponsorship Request
- Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports** Minutes (Draft) September 9, 2024
 - b) **Resolutions**
- 9) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) September 4, 2024
 - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
 - i) Forrest Green Inc. – Municipal Criminal Records Checks
 - ii) Emergency Measures Plan – Addition of Reception/Comfort Centre
- 10) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) – September 11, 2024
 - ii) Manager’s Report – September 2024
 - b) **Resolutions**
 - i) Anti Racism Charter
- 11) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - i) Public Meeting Minutes – August 29, 2024
 - ii) Minutes (Draft) September 4, 2024
 - b) **Resolutions**
 - i) Bylaw 422G (56 Lakeview Dr.) First Reading
 - ii) Official Plan Amendment (56 Lakeview Dr.)
 - iii) Bylaw 422H (346 York Point Rd.) First Reading
 - iv) Official Plan Amendment (346 York Pt. Rd.)
 - v) Development Concept Amendment – York Point Meadows (PID 248997)
 - vi) Development Concept – Scottsview Meadows Phase 2
 - vii) Bylaw 422F - Housing Accelerator Fund Initiatives - First Reading
 - viii) Official Plan Amendment – Housing Accelerator Fund Initiatives
 - ix) 91 Kingston Road – Variance Denial
- 12) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports** – Minutes (Draft) August 28, 2024
 - b) **Resolutions**

Town of Cornwall
Regular Council Meeting
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- 13) Water/Sewer Utility – Councillor Barnes**
 - a) Minutes/Reports – Minutes (Draft) August 26, 2024**
 - b) Resolutions**
 - i) CWWA Board Member**
- 14) Correspondence**
- 15) Other Business**
- 16) In Camera MGAs.119(1)(a)(d)**
- 17) Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, August 28th, 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
Tracey MacLean – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services

Regrets: Nil

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Herlihy moved, seconded by Councillor Barnes, that the agenda be approved as circulated with the addition of Correspondence by Councillor Stevenson.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

a) **July 24, 2024, Regular Council Meeting:** Councillor Barnes moved, seconded by Deputy Mayor MacIsaac that the minutes of July 24, 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 – July 17, 2024** - included in the package.

b) **Resolutions:**

Councillor Frizzell brought a motion to the floor seconded by Councillor Campbell that the Long-Term Care Letter of Support Resolution be amended by omitting the last paragraph that included the PID number. The vote on the amending motion was 4-2 against the proposed amendment to the Resolution.

Mayor McCourt and CAO Coady noted after the vote that the developers need to have a PID number in order to apply for the Long Term Care beds. Other concerns can be addressed in the Development Permit and Development Agreement if the beds are approved for the provider in Cornwall.

COC-29-2024 Long Term Care – Letter of Support

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

Whereas: The Town of Cornwall does not currently have a long-term care (LTC) facility of any type within its boundaries; and this lack of facilities necessitates residents having to leave their home community when these services are required;

And Whereas: The Province of Prince Edward Island has issued a Request for Proposals (RFP) for the provision and operation of 175 LTC beds, and the Town of Cornwall has been in ongoing productive discussions with a provider of LTC services (the proponent) regarding locating a number (48) of those beds in the town, should the proponent be successful in the RFP process;

And Whereas: A criterion in the awarding of the LTC beds through the RFP process is the suitability of the proposed location of the facility and the Town of Cornwall has land suitable for the facility;

Therefore, be it Resolved: If the proponent is successful through the provincial RFP process in securing the required long term care beds for Cornwall, the Town of Cornwall is committed to making sufficient land available for the proponent to acquire to develop the LTC facility;

And be it Further Resolved: That such land is to be a portion of PID #444422, the exact amount of land and the terms and conditions of acquisition are to be determined upon a successful award of the LTC beds to the proponent; one condition of acquisition for the proponent will be the reinstatement or relocation of the soccer field on PID #444422, whichever is necessary, should it be disturbed during construction, or if the field needs be relocated on the

property because of construction.

Motion Carried 4-2

COC-30-2024 Kidney Foundation - Sponsorship

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The Kidney Foundation is holding its 11th annual PEI Inspiration Dinner which is used to raise critical funds to assist those afflicted by kidney disease;

And Whereas: The Town of Cornwall desires to assist in this endeavour;

Therefore, be it Resolved: That the Town of Cornwall contribute \$500 as a “Gift of Hope” level sponsor to the Kidney Foundation 11th annual PEI Inspiration Dinner.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:** The Committee will resume meetings on September 9, 2024. Councillor Herlihy stated that the Residential Tree Program was a great success, and the Committee will be focusing on the Wildflower Campaign for Fall among other items.
- b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

- a) **Minutes/Reports:**
 - i) **Minutes** – The Committee will meet on September 4, 2024. Councillor Frizzell provided the following updates –
 - Ridership for July 2024 was 3888 up from 3186 for July 2023.
 - T-3 service provider will be out to the October meeting to discuss potential service expansion in Cornwall.
 - For the September meeting there will be presentations from Brad McConnell on the E-Watch program and the EMO Consultant Aaron Campbell.
 - ii) NRRFD, RCMP, Bylaw, Humane Society, Transit Reports are all included in the package.
- b) **Resolutions:** Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) The Minutes were not available at package time. The Manager’s Report was included in the package. Councillor Stevenson provided the following updates -
 - Cornfest will take place September 25 to 29. Events will include senior’s lunch, trivia, family fun day, pickleball tournament, farmer’s market/yard sale, movie night, dart tournament, washer toss, chocolate bar bingo and more! The signature event for this year’s event is Red Rock Wrestling at the APM Centre. Tickets will be sold in advance.
 - August 30th is the tentative date for the turf field replacement completion.
 - The Just Live Fun Run was a great success, and the organizers were very happy and appreciative of Manager Kim Meunier, Council and staff’s help with making the event so great.
 - The Fall Program and Event Guide will be available soon online and at various flyer stands.
 - The mascot costume has been narrowed down to two companies. The Committee will review the quotes at the next meeting. The naming process will be a call out for suggestions with voting by Council at a Committee of Council meeting.
 - CAMBA U-18s hosted a fundraising breakfast.
 - Councillor Barnes noted that she was happy to see lifeguard academy programs for all age groups. Kudos to staff on their hard work to make this a well received program.

b) Resolutions: Nil

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) Minutes/Reports: Draft – August 7, 2024

b) Resolutions:

PL-22-2024 Special Permit Use (Block Townhouse) -14-18 MacKinley Crescent (PID 245258)

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

Whereas: The Town received a Development Permit Application on June 3, 2024, to construct an addition to the existing Semi-Detached Dwelling at 14-18 MacKinley Crescent (PID 245258) to create a total of five (5) dwelling units. The additional units convert the Semi-Detached Dwelling to a Block Townhouse Dwelling.

And Whereas: Block Townhouse Dwellings up to 6-units are a Special Permit Use in the Multiple

Unit Residential (R4) Zone pursuant to Section 12.3.1 of the *Zoning & Subdivision Control (Development) Bylaw #422*.

And Whereas: Council has considered the Town of Cornwall *2022 Official Plan* and the *Zoning & Subdivision Control (Development) Bylaw #422*.

Therefore, be it Resolved: That Council grant approval of a Special Permit Use to allow an addition of three (3) units to the existing Semi-Detached Dwelling thereby converting the dwelling to a Block Townhouse, subject to entering into a Development Agreement with the Town.

Motion Carried 6-0

PL-23-2024 H.A.F. – Craneway Properties Inc – 531 Capital Drive

Moved by Councillor Steven Campbell

Seconded by Councillor Cory Stevenson

Whereas: The Town received a proposal for funding under the Housing Accelerator Fund from Craneway Properties Inc. (Craneway) related to the future development of two (2) lots, being a part of PID 758144. The development concept as presented by Craneway is to develop a 24-Unit Apartment Dwelling on each remaining lot over two phases.

And Whereas: Craneway is required by the Department of Transportation, Infrastructure and Energy to construct a public road through PID 758144 to service the development.

And Whereas: Council has considered the Housing Accelerator Fund (HAF) requirements and funding parameters to support housing in the Town.

Therefore, Be it Resolved: That Council grant approval for a commitment of \$125,000.00 of Housing Accelerator Funding to Craneway for the purpose of water and sewer infrastructure installation to be dispersed subject to the following:

- a) Craneway entering into an appropriate funding agreement with the Town;
- b) \$125,000.00 paid to Craneway upon issuance of a Development Permit for the next phase of development (2nd 24-unit building), subject to entering into a Development Agreement with the Town;
- c) Craneway must develop the lands in accordance with any approved Development Permit, and shall be required to return funding should development not proceed; and
- d) Water and sewer installation must be satisfactory to the Cornwall Water and Sewer Utility Corporation.

Motion Carried 6-0

PL-24-2024 Development Officer Appointment

Moved by Councillor Steven Campbell
Seconded by Councillor Cory Stevenson

Whereas: The Town of Cornwall provides development control within the Town boundaries, as such the Planning Department requires Development Officers;

And Whereas: The Town hired Garnet Taylor on contract as a Planning Technician, and he is familiar with the duties of a Development Officer;

Therefore, be it Resolved: That Garnet Taylor be appointed as a Development Officer for the Town of Cornwall, for the remainder of his contract with the town and any extensions thereto.

Motion Carried 6-0

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes:** The Committee is meeting tonight after Council. Agenda items include discussion on the bylaw and the new water tower progress. Staff will get some pictures of the progress to post on social media to let people know what the project is all about.

b) Resolutions: Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports:** The Committee will be meeting on August 26, 2024.

b) Resolutions: Nil

CORRESPONDENCE

- Councillor Stevenson congratulated Ross and Sheila Barnes on their 50th Wedding Anniversary. He attended their celebrations where they noted that they have lived in Cornwall since 1977 and love it here.
- Councillor Stevenson congratulated Gary MacDougall on his new book “Tyne Valley” show casing Island history.
- Councillor Barnes wished students and teachers a great first week back at school.
- Mayor McCourt sincerely thanked all the summer staff for all their hard work. She noted that she continually heard lots of great comments about how much Cornwall does for its residents.

- The annual Cenotaph Service will take place on Sunday, September 22nd at 2pm. The Town will host the post service reception at the Cornwall Civic Centre.

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 5:04pm.

The meeting resumed regular session at 5:54pm.

After an “in camera” presentation by Epic Electronic Scooters Inc, a motion was brought to the floor by Councillor Frizzell and seconded by Councillor Barnes that the Town would enter into a Parking Lot Usage Agreement with Epic Electronic Scooters Inc to allow scooter parking on three Town locations at the Town Hall, Cornwall Civic Centre and Terry Fox Sports Complex for a trial period. The trial period will run September 15, 2024, to October 31, 2024, and April 1, 2025, to June 30, 2025.

Motion Carried 6-0

ADJOURNMENT

Meeting was adjourned at 5:58pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
August 21, 2024, 4:30 PM**

Chair **Deputy Mayor Jill MacIsaac**

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

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

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

CALL TO ORDER

Deputy Mayor MacIsaac 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 Stevenson and seconded by Councillor Frizzell that the agenda be approved as circulated with the following amendment:

- Move section 1.7.a to “in camera”.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

July 17, 2024 - It was moved by Councillor Frizzell and seconded by Councillor Stevenson that the minutes of July 17, 2024, be approved as circulated. Councillor Stevenson requested an update on the brain injury awareness event. Manager Kim Meunier is following up on this.

Motion Carried

GUESTS/PRESENTATIONS

Nil

FINANCE/ADMINISTRATION

- a) Cornwall CADC Board Member – moved “in camera”

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee did not meet. Councillor Herlihy provided the following updates:
- The next meeting will take place on September 9.
 - CAWG reported that the Hyde Pond restoration is complete and that they are very happy with the results and to have finished ahead of schedule. There was discussion that if there is an announcement on the project that Council should be involved as the project was partially funded by the Town.
 - Councillor Herlihy is waiting to hear back on pricing of seeds for the fall wildflower campaign.
 - Councillor Campbell noted that he has heard great feedback on the residential tree program. Councillor Herlihy commented that it has been going very well and that there are not very many trees left.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet. Councillor Frizzell provided the following updates:
- Councillor Frizzell will be meeting with Logan from The Guardian to do an interview on Transit.
 - Transit numbers to date for 2024 are 20588 versus 15833 for the same period in 2023.
 - There have been some Bylaw concerns about a local business. Staff have been in contact with the business as well as Environmental Health on the issues.
 - Deputy Mayor MacIsaac asked if driveways had to be paved within a certain period of the development. Staff will look into Provincial requirements.
 - Councillor Frizzell noted that a property on Osprey has a deck that is falling off. Staff advised that the owner has been contacted and given notice to fix it. The owner is out of Province and property is vacant. Councillor Frizzell would like to have a timeline for the repairs.
 - Next meeting Charlottetown Police Chief Brad MacConnell will present on the E-Watch camera program.

- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were in the package.

b) Information Items - Nil

c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – August Minutes were not available at package time. Councillor Stevenson provided the following updates:

- The APM Board met and will be seeking Federal funding for the rink expansion.
- The second Park Party will take place August 23rd at Poolside Park.
- The Just Live Fun Run will take place on August 25th with a new route on Cornwall Road. Their numbers have doubled, and things are very well organized.
- The turf field upgrades are running a little behind with estimated completion by the end of August. There was discussion that the Town should celebrate the accomplishment of projects such as this with a press release and photos. If teams are having events, the Town should be involved.
- Cornfest planning is underway with lots of great family friendly, diverse activities for all ages. One of the highlight events will be Red Rock Wrestling at the APM Centre.
- Staff have cleared up the water access on Marion Drive.
- The Committee has had some concerns raised regarding Canada Day fireworks being harmful to the wildlife populations and will look into alternative possibilities.
- The Mascot has been narrowed down to two companies and the Committee will review the quotes at the next meeting. Naming for the Mascot will be by suggestions and the Committee will vote on the entries.
- There was a meeting with CAMBA regarding the new batting cage. With CAMBA's fundraising and a previous grant received, there may be enough for two cages.

b) Information Items – TFSC Naturalization Gallery – June Sanderson has raised concerns about the condition of some of the trees. The previous CAWG Coordinator, Karalee MacAskill, would look after the trees. Staff have been in touch with the current Coordinator, Hannah MacLean.

c) Requests for Decision – Nil

PLANNING

a) Reports/Minutes

- (i) Minutes – Draft Minutes – August 7, 2024
- b) Information Items – Nil
- c) Request for Decision
- (i) Special Permit (Block Townhouse) 14-18 MacKinley Crescent (PID 245258) –

Planning & Development Technician Paula Griffin noted to the Committee that the Town had obtained a professional planning report on the addition of three units to the semi-detached building and that it was included in the package. The report is in favour of granting the special permit. The developer will address any drainage issues.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council grant approval of a Special Permit Use to allow an addition of three (3) units to the existing Semi-Detached Dwelling thereby converting the dwelling to a Block Townhouse, subject to entering into a Development Agreement with the Town.

PUBLIC WORKS

- a) Reports/Minutes
 - (i) Minutes – The Committee did not meet, the next meeting is August 28, 2024 after the regular monthly council meeting.
- b) Information Items – Security Cameras – Councillor Campbell advised that manager Doug Longmoore is compiling information on security camera options for the Committee to review.
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes –
 - (i) Minutes – The Committee did not meet, there was no update provided.
- b) Information Item – Nil
- c) Requests for Decisions – Nil

CORRESPONDENCE

- a) Sponsorship Request – Kidney Foundation - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Stevenson to bring forth a resolution that to bring forth a

resolution that the Town of Cornwall contribute \$500 as a “Gift of Hope” level sponsor to the Kidney Foundation 11th annual PEI Inspiration Dinner.

IN CAMERA

MGA s.119(1)(b)(d)(e)- It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move “in camera” at 5:56pm.

Motion Carried

ADJOURNMENT

The meeting resumed in open session at 6:59pm and was adjourned at 7:00pm.

Deputy Mayor Jill MacIsaac, Chair



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-31-2024 Canada Community Building Fund – Capital Investment Plan

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: The Town of Cornwall recognizes the importance of enhancing community development and improving the quality of life for residents;

And Whereas: The Community Capacity Building Fund (CCBF formerly the “Gas Tax” fund) aims to create predictable funding to help municipalities build or revitalize their infrastructure;

And Whereas: the Government of Canada and the Province of PEI have entered into an agreement for 2024-2034 and have committed to provide the Town of Cornwall \$3,239,402 over the period of 2024/25 to 2028/29;

And Whereas: Municipalities are required to submit and have approved five year Capital Investment Plans to access funding through the CCBF;

Therefore, be it Resolved: That the Town of Cornwall approves the Capital Investment Plan discussed at the Committee of Council held September 18, 2024 and attached to this resolution.

Town of Cornwall			
CCBF - CIP 2024-2029			
Department	Project Description	Infrastructure Project Category/Description	Gas Tax
2024-2025			
Parks - Rec			
1	Ballfield Lights at TFSC	Lower TFSC lights installed	495,000.00
2	TFSC Parking/Paving	Parking Lot Paving	149,341.44
2025-2026			
Utility			
1	Cornwall Road W& S Extension	Extend Water & Sewer Services on Cornwall Road	641,733.52
2026-2027			
Utility			
1	Cornwall Road W& S Extension	Extend Water & Sewer Services on Cornwall Road	641,733.52
2027-2028			
Utility			
1	Water Infiltration	Inflow & Infiltration Sewer Rehabilitation	150,000.00
Public Works			
1	AT Trail - Cornwall Road	AT Trail - Cornwall Road	522,584.16
2028-2029			
Public Works			
1	AT Trail - Cornwall Road	AT Trail - Cornwall Road	672,584.16
2023-2024 Carryover			33,574.73
2024-29 Uncommitted Funds			3,239,402.07
Total CCBF Funding 2024-2029			3,272,976.80



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-32-2024 Tranquility Trail Extension – RFP Award

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: The Town of Cornwall issued a Request for Proposal for construction of the Tranquility Trail Extension which is the Tranquility Trail to MacPhail’s Woods Trail Interconnection;

And Whereas: Proposals were received from six vendors, and these proposals were evaluated by WSP, the Town Engineers;

Therefore, be it Resolved: That the Town of Cornwall, pursuant to the recommendation of the Town’s Engineers, hereby award the contract for the Tranquillity Trail Extension to the low bidder Twins Landscaping in the amount of \$98,552.69 including HST.



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-33-2024 Audited Financial Statements 2023/24

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Town Council has reviewed the audited financial statement for the fiscal year ending 2023/24;

And Whereas: The Town auditor MRSB has provided their opinion on the financial statements;

Therefore, be it Resolved: That the Town of Cornwall hereby accepts the audited financial statements for the fiscal year 2023/24 as presented by Michelle Burge from MRSB, and that the statements be posted on the Town of Cornwall website.



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-34-2024 Primrose Point Park/Drainage – RFP Award

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas; The Town of Cornwall issued a Request for Proposal (RFP) for the Primrose Point Park and Drainage Upgrade project, and only one proposal was received, and that proposal was substantially above the budgeted funds;

And Whereas: Negotiations were held with the bidder on the RFP to attempt to bring the proposal into alignment with the project budget and that effort was not successful;

And Whereas; The scope of the project was altered, and an RFP was reissued and two proposals were received by the submission deadline of September 18, 2024, and these submissions were evaluated by WSP, the Town's Engineers;

Therefore, be it Resolved: That Town Council, pursuant to the recommendation of the Town's Engineers, hereby award the contract for the Primrose Point Park and Drainage Upgrade project to, the low bidder D&D Landscaping for the total amount of \$195,855.35, including HST.



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-35-2024 Blooming House – Sponsorship Request

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Blooming House is preparing for its second annual fundraising event, the Ride for Refuge scheduled for Oct 5th 2024;

And Whereas: These sponsorships will enhance community engagement and demonstrate a commitment to social responsibility;

Therefore, be it Resolved: That the Town of Cornwall hereby sponsor the Ride for Refuge fundraiser as a Community Sponsor for \$500.



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-36-2024 Courageous K-9 – Sponsorship Request

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Courageous K-9 is committed to providing support and resources for individuals with disabilities through the training and placement of service dogs;

And Whereas: This publication serves as an important tool for advocacy and fundraising, helping to ensure that more individuals can benefit from the services provided by Courageous Companions;

Therefore, be it Resolved: That the Town Council support Courageous Companions with the purchase of a business card size advertisement for \$319.00 plus HST in the Courageous K-9 magazine.

TOWN OF CORNWALL
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING
Monday, September 9th, 2024, at 5:00 PM

Chair: Councillor Judy Herlihy
Present: Councillor Cory Stevenson
Deputy Mayor Jill MacIsaac

Also: Kevin Coady - CAO
Doug Longmoore – Infrastructure Manager
Stephen O’Shea – Utility Operator

Four Community Members

Regrets: Mayor Minerva McCourt
Billy Ramsay – Infrastructure Supervisor

CALL TO ORDER

The meeting was called to order at 5:00 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 Councillor Stevenson, seconded by Deputy Mayor MacIsaac that the agenda be approved with the addition of two items: staircase to shoreline on Skyewater Drive, and annual fireworks at Hyde Pond on Canada Day.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Deputy Mayor MacIsaac, seconded by Councillor Stevenson that the Environment and Sustainability Committee minutes of June 10th, 2024, be approved as circulated.

Motion Carried

BUSINESS ARISING

Trapping Course

Three staff and one resident community member have signed up for the Provincial Trapping course

that will be scheduled in the fall to learn rules and laws for trapping animals and how to properly trap and release the animals.

RESIDENT ENGAGEMENT

2 BILLION TREES PROGRAM 2024

Staff provided an update on the 2 Billion Trees program. The program has 2 parts: first part was the Resident Tree Program of 100 trees being available to residents to have planted in their yard free of cost, as of September 9th all 100 trees for residents have been spoken for and 66% of them have already been planted. The second part is the Town Tree Program where 50 trees will be planted on Town property. Staff are working on finalizing locations for these trees and will have them planted by the middle of October.

The whole project has been received very well by the whole community with one complaint. Staff has listened to their concerns and provided advice to the resident and handled the situation in a timely and appropriate manner.

WILDFLOWER CAMPAIGN

Chair Herlihy spoke with MacPhail Woods to get the seed packets but was told the Town couldn't get their order filled until the end of October which would be too late for planting seeds this fall. The Committee will inquire about getting seed packets from a supplier in Ontario if they can be acquired earlier than the date provided by MacPhail Woods.

JAPANESE BEATLES

The Committee is going to put together an infographic on how to properly get rid of the Japanese Beetles that has been destroying trees around the Town. The Infographic will be posted on the Town's website and shared on social media. It should be posted shortly so that people are aware of the problem and can deal with it when the spring comes around. The Committee could also look at promoting the Green Lawn Rebate to rebate some of the cost of purchasing milky spore to use to kill Japanese Beetles.

STAIRWAY IN SUNRISE COVE

It was referred from the Planning Committee to the Environment Committee to consider the environmental impacts of a proposal to put a new metal stairway down to the shoreline by a private residence at the bottom of Skyewater Drive. Installation of the stairway would require access across the buffer zone and onto Town property. The shorefront can be currently accessed from a stairway the Town installed last year at the local community park approximately 250m away. The Committee discussed that access points to the shoreline should be limited and approval of an additional stairway could lead to additional requests. There was also concern about the liability that comes with the stairway, so the Committee decided they are not in favour of the stairway being approved.

HYDE POND FIREWORKS

Complaints were received after the fireworks on Canada Day. The loud noise puts a strain on all the animals around the pond, and it was reported that there were geese running into cars and hurting themselves. The committee wants to investigate either moving the fireworks display or digital

fireworks and will work with the Parks and Rec Committee to come up with a solution.

2024-2025 FOCUS DISCUSSION

2025 DANDELION/SPRING FESTIVAL

The Committee is in initial discussions about starting a dandelion festival around the end of April first of May. It would just be a small afternoon event to start out and maybe build on it year after year. The idea is to have the event at the community gardens and include having someone come in and do a demonstration of gardening or tree pruning, and have a trees and wildflower seeds giveaway as a part of the activities. There will be further discussion at the next Environment Committee meeting.

BYLAW REVIEW

The Committee would like to look at the Property Maintenance Bylaws and review it and make recommendations for change as the bylaw is inadequate for identifying naturalized areas and is generally outdated. The plan is to review the Bylaw in sections at each meeting and then bring them forward to the rest of the council.

CAWG UPDATES

HYDE POND RESTORATION PROJECT

Hannah MacLean from CAWG (Cornwall Area Watershed Group) was present for the meeting and updated on the Hyde Pond dam restoration project. The project was finished around the end of August except for reinstatement work on both sides of the new fish ladder. As part of the reinstatement CAWG will be looking into naturalization habitat and discourage people from going down to that area and causing damage and disturbing the wildlife. CAWG would like to see some cameras in the area to prevent vandalism and garbage being dumped around the pond.

IN CAMERA

NIL

CORRESPONDENCE

NIL

OCTOBER MEETING DATE

The next meeting time is scheduled for Monday, October 21st, 2024, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 6:14 p.m.

JUDY HERLIHY
CHAIR

BILLY RAMSAY
INFRASTRUCTURE SUPERVISOR

TOWN OF CORNWALL
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE
Wednesday, September 4, 2024, at 5:45pm

Attendance: Corey Frizzell (Chair), Mayor Minerva McCourt, Elaine Barnes, Judy Herlihy
Staff: Kevin Coady (CAO) and Emma Hicks (Clerk)
Regrets: NIL
Others: Stephen Campbell (Councillor), Jill MacIsaac (Councillor), Cory Stevenson (Councillor)

1. CALL TO ORDER

Councillor Frizzell chaired the meeting which was called to order at 5:46pm

2. LAND ACKNOWLEDGEMENT

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

3. APPROVAL OF THE AGENDA

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

CARRIED

4. APPROVAL OF THE MINUTES

It was moved by Councillor Herlihy and seconded by Councillor Mayor McCourt that the Minutes of July 3, 2024, be approved as read.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. PRESENTATIONS

a. Chief Brad MacConnell (CPS) – E-Watch Camera System

Unable to attend

b. CDA Consulting – Aaron Campbell – Emergency Measures

Mr. Campbell provided updates on the Emergency Measures Plan. He advised that Cornerstone Baptist Church is open to partnership with the Town to operate as a reception centre under the Emergency Measures Plan. Provincial EMO has already met with the church and it meets requirements but does not have a generator. The church has also been looking to upgrade their facility. Mr. Campbell advised that if the Town has the facility under the Emergency Measures plan the Town may be able to secure funding under the Reception Centre Resiliency Fund to assist with facility upgrades. Mr. Campbell further advised that it is a good opportunity to engage discussions with Red Cross for shelter resources.

Councillor Frizzell asked Mr. Campbell about training for emergency scenarios. Mr. Campbell advised that the next step is training for Town staff and Council. Currently training sessions are full but will see what is upcoming and available.

*Mr. Cambell exited chambers at 6:12pm
Councillor MacIsaac exited chambers at 6:14pm*

7. **REPORTS:** *(No reports received as of date of meeting)*

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

8. **ITEMS FOR DISCUSSION**

a. Forest Green – Police Records Checks Online

Forest Green provides an online service to obtain police record checks. The service is no cost to the municipality, and available to residents and non-residents for a fee. A link would be put on the Town website to access the portal and request the police record check. The Committee discussed that the Maypoint RCMP detachment will process checks for Cornwall residents for free, but it can sometimes take a while to receive. There are also private companies that conduct checks for a fee. Forest Green provides a monthly payment to the municipality based on the number of checks processed. Councillor Barnes commented that it is another revenue stream for the Town. Councillor Herlihy commented that the Town website should have a disclaimer that residents can obtain free record checks through the RCMP, and that the municipality will receive money from Forest Green.

It was moved by Councillor Frizzell and seconded by Councillor Barnes to bring the matter to Committee of Council for further discussion.

9. **IN CAMERA MGA s.119**

NIL

10. **OTHER BUSINESS**

NIL

11. **ADJOURNMENT:**

The meeting was adjourned at 6:27pm.

COREY FRIZZELL, Chair
Councillor

KEVIN COADY
Chief Administrative Officer

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: September 5, 2024 12:12 PM
To: Kevin Coady; Lori Bingley
Cc: T3Transit Info
Subject: August Ridership
Attachments: August Complaints.pdf; August Marketing.pdf; Cornwall Monthly Ridership.pdf; August Accidents.pdf; August breakdowns.pdf

Hello Everyone,

Please find attached our monthly ridership for the Cornwall Transit System for August 2024.

Monthly ridership for August 2024 was 4,177 and for August 2023 was 3,201.

For 2024, we have a total ridership of 24,765 compared to 19,034 in 2023. This is an annual increase of 30% for total ridership in 2024.

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 - AUGUST 2024

Date	Day	Sum of Coa Sum Ups US8	Sum of Cornwall Offs	Sum Off US8	Sum of Cornwall Ridership
08/01/2024	Thu	84	83	2	229
08/02/2024	Fri	74	69	3	177
08/03/2024	Sat	34	43	1	87
08/04/2024	Sun				0
08/05/2024	Mon	61	70	3	154
08/06/2024	Tue	74	83	3	175
08/07/2024	Wed	64	74	3	160
08/08/2024	Thu	66	62	3	146
08/09/2024	Fri	72	65	3	160
08/10/2024	Sat	28	28	1	57
08/11/2024	Sun				0
08/12/2024	Mon	74	70	3	166
08/13/2024	Tue	64	56	2	180
08/14/2024	Wed	72	75	2	223
08/15/2024	Thu	73	60	4	212
08/16/2024	Fri	52	44	1	108
08/17/2024	Sat	32	24	1	66
08/18/2024	Sun				0
08/19/2024	Mon	72	59	2	148
08/20/2024	Tue	84	75	2	182
08/21/2024	Wed	79	64	1	159
08/22/2024	Thu	76	80	2	223
08/23/2024	Fri	73	76	3	171
08/24/2024	Sat	35	23	1	64
08/25/2024	Sun				0
08/26/2024	Mon	71	64	3	149
08/27/2024	Tue	76	68	4	222
08/28/2024	Wed	73	65	3	161
08/29/2024	Thu	77	61	3	156
08/30/2024	Fri	80	60	3	170
08/31/2024	Sat	41	23		72
Grand Total		1,761	1,624	64	4177

Route # (All)

CORNWALL RIDERSHIP - AUGUST 2024

Day	Non Cornwall	Paying Ridership	Sum of Cornwall
Sun	0	0	0
Mon	617	0	617
Tue	759	0	759
Wed	703	0	703
Thu	966	0	966
Fri	786	0	786
Sat	346	0	346
Grand Total	4177	0	4177

	2024	2023	2022
Total Ridership	4,177	3,201	2,646
Monday - Friday	3,831	2,992	2,419
Paying	22	23	23
Non - Paying	174	130	105
Average	174	130	105
Saturday	346	209	227
Paying	0	0	0
Non - Paying	5	4	4
Average	69	52	57

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

August 2024



Call Type	Number
Medical First Responder	5
Fire Alarms	4
Motor Vehicle Accidents	1
Garbage Fire	1
Smoke indoors – Heater issues	1

Fire Calls

	2020	2021	2022	2023	2024
December	6 (6)	6 (6)	7 (7)	4 (4)	9 (9)
January	6 (12)	7 (13)	7 (14)	7 (11)	2 (11)
February	3 (15)	7 (20)	4 (18)	6 (17)	5 (16)
March	4 (19)	3 (23)	9 (27)	3 (20)	5 (21)
April	9 (28)	3 (26)	3 (30)	5 (25)	6 (27)
May	3 (31)	3 (29)	3 (33)	11 (36)	2 (29)
June	5 (36)	11 (40)	4 (37)	13 (49)	9 (38)
July	3 (39)	4 (44)	7 (44)	18 (67)	10 (48)
August	6 (45)	8 (52)	8 (52)	7 (74)	12 (60)
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	2024
Motor Vehicle Accidents	17	12	16	14	11
Misc. Fire type calls	7	17	28	16	8
Fire Alarms	15	22	19	31	17
Medical First Responder	11	10	19	29	19
Carbon Monoxide Alarms	4	1	3	2	1
Structure Fires	1	1	1	2	
Vehicle Fires	2	2	1	1	2
Water Rescue	1	3	0	0	
Off-Road Rescue	0	0	1	0	
Ice Rescue	0	0	0	0	1



L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)
 Current as of: 2024-09-06

UNCLASSIFIED

Occurrence Type and Sub-Type	Target Month			Year to Month		
	Aug 2024	Aug 2023	Aug 2022	2024	2023	2022
Crimes Against Persons						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	3	1	0	5	12	8
Assault	3	2	3	21	28	19
Kidnapping/Hostage/Abduction	0	0	0	0	1	0
Robbery	0	0	0	0	1	0
Extortion / Intimidation	1	2	0	1	2	0
Criminal Harassment	0	0	3	5	5	10
Indecent Harassing Comm.	6	1	1	26	7	24
Uttering Threats	1	0	2	11	12	10
Property Crime						
Arson	0	0	0	1	1	0
Break and Enter	1	1	1	3	14	4
Unlawfully in a Dwelling House	1	0	0	1	0	1
Theft Over	0	1	1	0	1	2
Theft of Motor Vehicle	0	0	0	1	1	0
Theft of Other MV / Motorcycle	1	1	0	4	2	0
Take MV w/o Consent	0	0	0	0	1	0
Theft Under	2	8	5	21	33	39
Shoplifting	0	0	0	3	4	1
Theft (mail, bicycle, et al)	1	0	1	1	1	2
Theft from Motor Vehicle	0	1	1	5	10	4
Possession of Stolen Goods	0	0	0	1	2	2
Fraud	3	3	5	23	23	17
Identity Theft	0	0	0	0	1	0
Mischief	12	12	6	65	109	72
Drug Enforcement						
Possession	1	0	0	3	0	0
Trafficking	0	1	0	0	5	0
Import/Export	0	0	0	0	0	0
Production	0	0	0	0	0	0
Other	1	2	1	10	7	3
Traffic						
Dangerous Op of MV	0	0	0	0	5	2
Impaired by Alcohol	2	2	1	10	15	20
Impaired by Alcohol & Drug	0	0	0	2	1	1
Impaired by Drug	0	1	4	8	15	8
Failure/Refusal	0	0	0	1	3	2
Driving while Disqualified	2	1	0	8	11	8
Fail to Stop or Remain	0	0	0	3	3	1

Statistics represent 1st line of UCR Scoring.
 Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.
 Prepared by Greg McCormick, Crime Analyst (greg.mccormick@rcmp-grc.gc.ca)
 Page 1 of 2



L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)

UNCLASSIFIED

Current as of: 2024-09-06

	2024	2023	2022	2021	2020	2019
Seatbelt Violation	0	1	0	5	4	15
Intersection Violation	0	0	0	5	4	8
Speeding Violation	25	3	7	248	117	215
Insurance Violation	0	0	0	0	0	0
Road Side Suspension (Alcohol)	1	0	0	3	3	1
Road Side Suspension (Drug)	0	0	0	0	0	2
Collision - Fatal	0	0	0	0	0	0
Collision - Non - Fatal Injury	2	0	0	6	3	0
Collision - Reportable	5	3	4	19	32	21
Collision - Non Reportable	3	1	6	20	39	41
Off-Road Vehicle Collision	0	0	0	0	0	0
Municipal By-laws	0	0	0	0	0	0
Other Traffic Offence/Violation	34	32	25	289	462	325
Other Traffic Related Duties	4	2	0	65	2	2
Checkstop	0	0	2	18	7	7
Other						
911 Call	4	6	2	18	46	30
Breach of Court Order	0	0	1	16	9	10
Liquor Act	0	2	0	1	9	8
Mental Health Act	7	3	5	60	48	56
Missing Person	3	0	0	6	9	7
Municipal Bylaw - Other	0	0	2	0	3	6
¹ Other	40	30	27	226	289	341
Suspicious P V P	2	1	9	2	23	53
Trespass At Night	0	0	0	5	1	1
Total Founded & SUI Occurrences	171	124	125	1,255	1,446	1,409
Total Occurrences*	186	133	139	1,342	1,561	1,473

¹ Includes Assistance to General Public, Dog Act, False Alarms, and any occurrence type with "other activities" in the caption.

*Includes Unfounded and Unsubstantiated

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

Prepared by Greg McCormick, Crime Analyst (greg.mccormick@rcmp-grc.gc.ca)

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Royal Canadian Mounted Police / Gendarmerie royale du Canada

RCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



For Official Use Only

Monthly Report

August 2024

Town of Cornwall

Greg McCormick, Intelligence Analyst
L Division Criminal Analysis Section
September 6, 2024



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

- Persons crimes rose in August, ending the month with 14 occurrences, up from 10 in July. Indecent/harassing communications was the most frequent offence with six; no charges were laid/recommended in any of these occurrences. Additionally there were three assaults and three sexual offences recorded, none of which resulted in charges laid/recommended.
- There were 21 property crimes reported in August, up from 19 in July. A single break and enter to a residence remains open/still under investigation. Mischief was the most frequent occurrence with 12 (two of which remain open/still under investigation, while the remaining 10 have been concluded). No charges were laid/recommended in any of the theft or fraud occurrences that make up the rest of the activity for August.
- Two drug enforcement occurrences, a possession and a non-criminal other activity occurrence, were reported in August.
- Traffic offences accounted for 78 occurrences in August, down from 93 in July. Two impaired driving occurrences, both by alcohol, were reported in August. Neither resulted in charges laid or recommended. Speeding violations accounted for 25 occurrences, while 34 other traffic offence/violations were reported. A single roadside suspension for alcohol was issued, and there were no documented CheckStops in August.
- Overall, August saw 186 occurrences recorded with 171 of these founded or still under investigation (SUI). These numbers are higher than August 2023 (133 occurrences with 124 founded/SUI) and higher than July 2024, with 183 occurrences and 168 founded/SUI.



Community Policing

Policing Initiatives

- Members attended the “Just Live” Fun Run in August.

Selective Traffic Enforcement Program

- **August 2** – Speed enforcement in the 70km zone of Main St in Cornwall. 10 vehicles passed through, no violations.
- **August 7** – Speed enforcement in the posted 40km/h zone on Jake Drive. The Town of Cornwall has received complaints of speeding vehicles on this road. Five vehicles passed by, none of which were speeding.
- **August 8** – Roving and stationary radar on the Cornwall Road as requested by the Town of Cornwall as they have received complaints of speeders. No speeders noted during the 50 minutes of radar conducted.
- **August 23** – Speed enforcement in the 70km/h zone on the Cornwall Rd. 33 vehicles passed by, no violations.

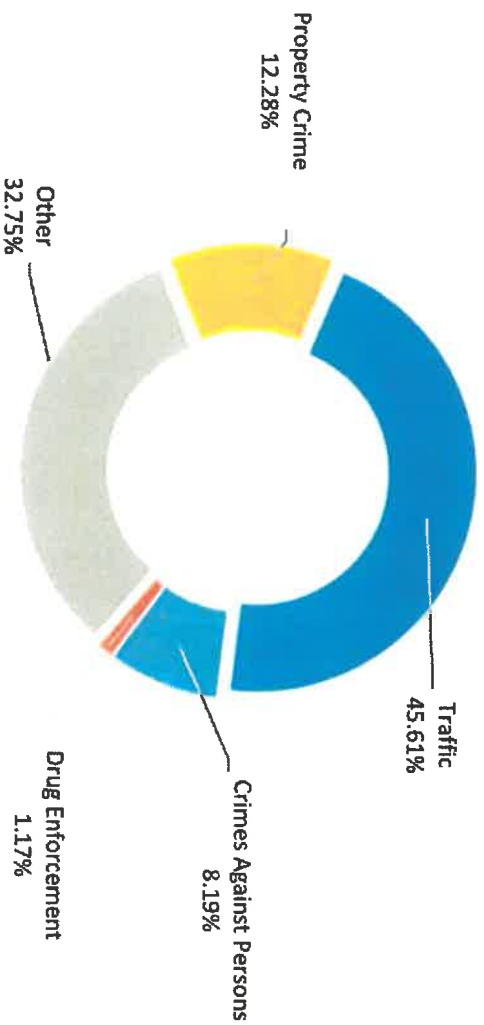


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences

Occurrences by Category - All Occurrence Types
Queens District RCMP (Cornwall)
August 2024



1711 Founded/SUI of 186 Total Occurrences

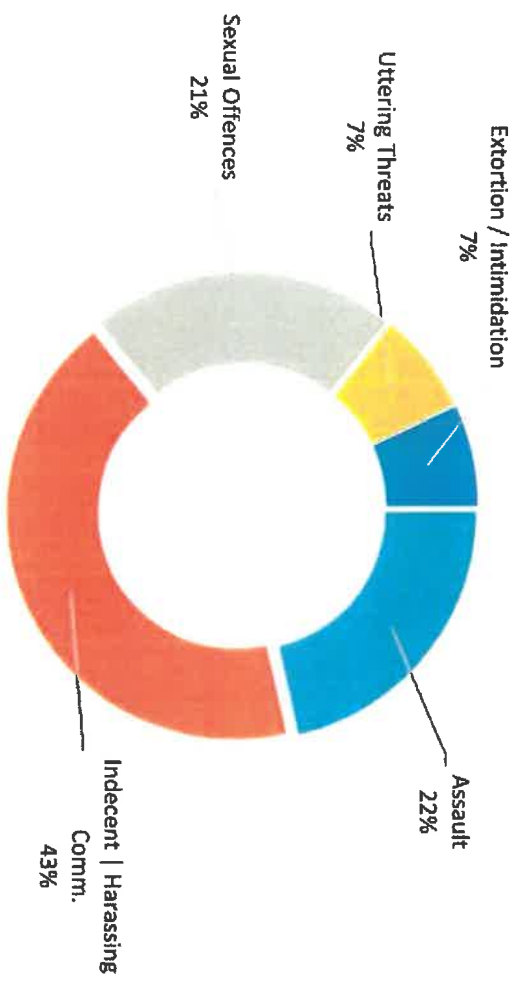


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Occurrences - Person Crimes

Occurrences by Category - Crimes against Persons
Queens District RCMP (Cornwall)
August 2024



14 Founded/SUI of 186 Total Occurrences

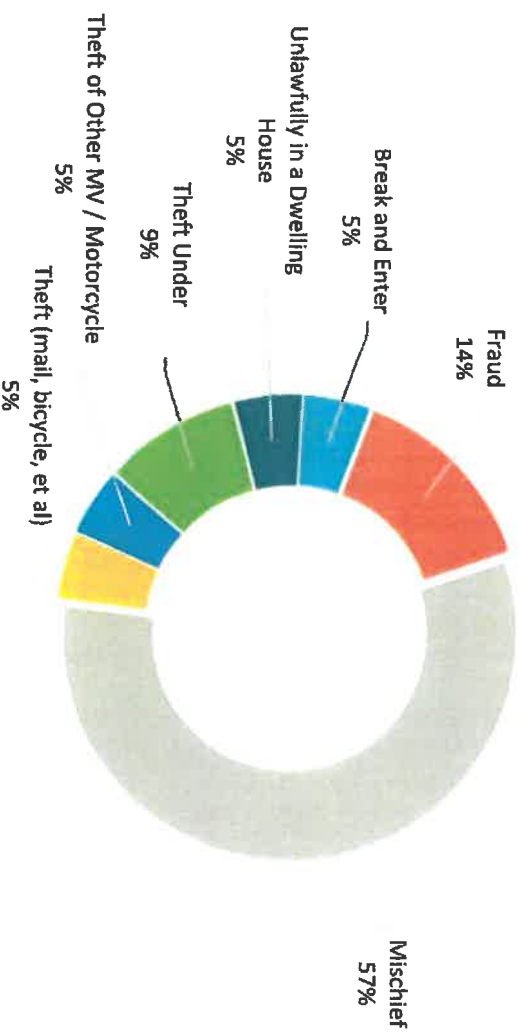


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Occurrences - Property Crime

Occurrences by Category - Property Crime
Queens District RCMP (Cornwall)
August 2024



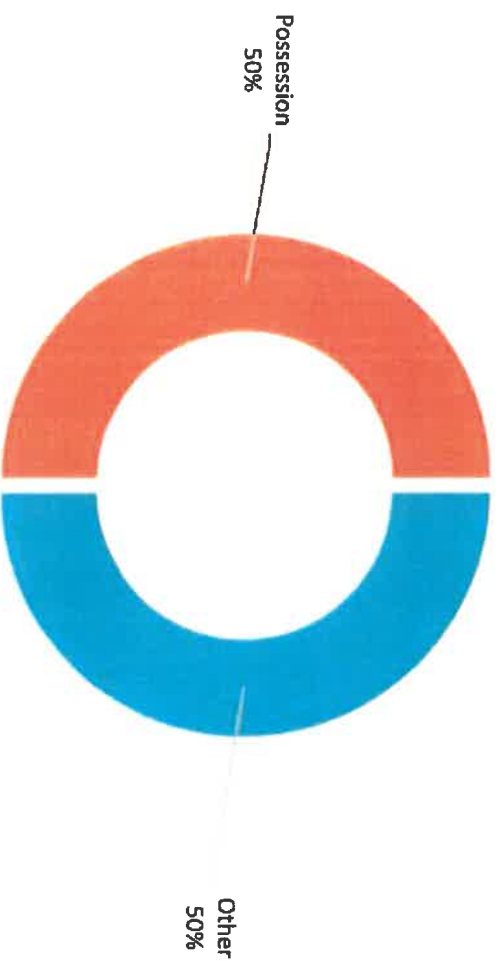
21 Founded/SUI of 186 Total Occurrences



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Occurrences - Drug Enforcement

Occurrences by Category - Drug Enforcement
Queens District RCMP (Cornwall)
August 2024



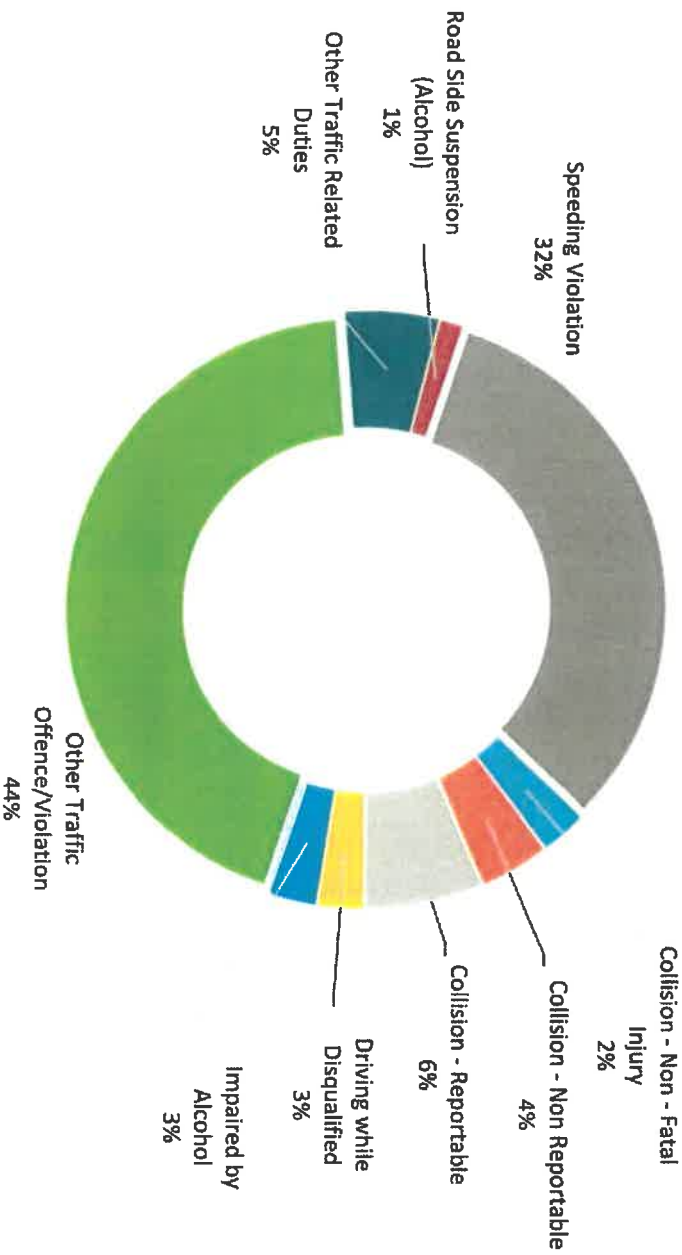
2 Founded/SUI of 186 Total Occurrences



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Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement
Queens District RCMP (Cornwall)
August 2024



78 Founded/SUI of 186 Total Occurrences

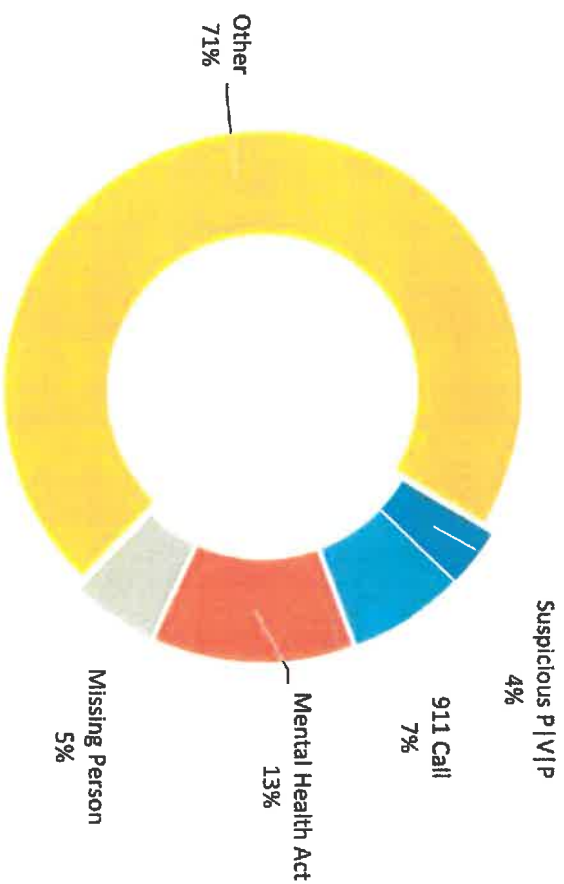


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Occurrences - Other Occurrences

Occurrences by Category - Other Occurrence Types
Queens District RCMP (Cornwall)
August 2024



56 Founded/SUI of 186 Total Occurrences



Royal Canadian Mounted Police
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Summary Offence Tickets / Warnings / Defect Notices

Ticket	Sum of Fines Issued	No. of Charges
11(1)(b) Driving passenger vehicle while registration expired	\$500.00	2
157 Passing on left when unsafe	\$250.00	1
159(b) Crossing solid line	\$500.00	2
162 Following vehicle too closely	\$250.00	1
176(1)(b) Driving without due care and attention or without reasonable consideration for other persons	\$500.00	2
176(3)(b)(i) Speeding: 29 km /hr or less over limit	\$1,749.50	14
19(1)(a) Operating vehicle with invalid inspection sticker	\$600.00	4
271(1) Driving motor vehicle while license suspended or cancelled	\$500.00	2
291.1(1) Driver driving while holding or using hand-held communication device capable of receiving or transmitting phone calls, electronic data, email or text message	\$550.00	1
324(4) Failing to carry and produce valid insurance card to peace officer when requested	\$650.00	1
Warning		12
11(1)(b) Driving passenger vehicle while registration expired		1
176(3)(b)(i) Speeding: 29 km /hr or less over limit		9
324(4) Failing to carry and produce valid insurance card to peace officer when requested		1
76(2) Licensee failing to produce license upon request		1
Total		42



**Town of Cornwall - Summary of Month & Year to Date
(April 2024 - March 2025)**

Category	Last Month YTD	August	YTD
By-Law Cases - New	6	1	7
By-Law Cases - Closed	6	0	6
Humane - New	6	1	7
Humane - Closed	5	0	5
Dog Act - New	3	1	4
Dog Act Closed	3	1	4
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	3	0	3
Stray Cats Returned to Owner	2	0	2
Community Patrols	73	24	97
Licenses Issued	3	1	4
For The Record - New	0	0	0
For The Record - Closed	0	0	0
Health & Wellness - New	0	0	0
Health & Wellness - Closed (bites that break skin)	0	0	0
Total	110	29	139

Charges for Boarding of Unclaimed Stray Dogs

Board (5 days, \$26 per day)	0 dogs @ \$130	\$0.00
Euthanasia (\$75 per animal)	0 dogs @ \$75	\$0.00
	Total	\$0.00



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
DEPARTMENT: Municipal and Emergency Services
MOTION NUMBER: MES-04-2024 Forrest Green – Municipal Criminal Record Check Opportunity

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Forrest Green Solutions is a Canadian web development company specializing in software solutions for police agencies and governmental entities, facilitating online requests for criminal record checks;

And Whereas: Forrest Green Solutions has proposed a no-cost partnership opportunity for the Town of Cornwall, allowing the municipality to offer residents a convenient online option for criminal record checks through the PoliceSolutions.ca platform;

And Whereas: Participation in this program will incur no costs to the Town of Cornwall, while generating revenue based on the number of checks processed, and will improve service delivery to residents;

Therefore, be it Resolved: That the Town of Cornwall approves the partnership with Forrest Green Solutions to facilitate online criminal record checks, including the signing of a Memorandum of Understanding (MOU) between Forrest Green, the Kennebecasis Regional Police Force, and the Town of Cornwall;



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
DEPARTMENT: Municipal and Emergency Services
MOTION NUMBER: MES-05-2024 Emergency Measures Plan – Cornerstone Church Reception Centre

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Town of Cornwall is exploring additional locations for a reception and comfort centre under the Municipal Emergency Measures Plan (EM Plan);

And Whereas: Cornerstone Church (Cornerstone) has expressed interest in offering its facility and services for use as a reception/comfort centre during emergencies;

And Whereas: The church is undertaking substantial renovations and expansion to better accommodate these services;

And Whereas: Cornerstone is willing to operate the centre using primarily its own staffing, under the direction of the Town;

And Whereas: Including Cornerstone in the Emergency Measures Plan may enable the Town to assist the facility in securing funding under the provincial Reception Centre Resiliency Fund for necessary upgrades, including showers and an emergency generator;

Therefore, be it Resolved: That the Town of Cornwall approves an amendment to the Emergency Measures Plan to designate Cornerstone as a reception/comfort centre, subject to the facility securing the necessary designations from provincial EMO and the Canadian Red Cross, and entering into a Memorandum of Understanding with the Town.

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday September 11, 2024, at 4:30 PM**

Attendance: Chair Cory Stevenson, Councillor Judy Herlihy, Councillor Steven Campbell, Mayor Minerva McCourt

Staff: Manager Kim Meunier, Jennifer Hanus, CAO Kevin Coady

Regrets:

Public:

1) Call to Order

Chair Cory Stevenson called the meeting to order at 4:32 pm.

2) Land Acknowledgement

Chair 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

It was moved by Councillor Herlihy and seconded by Chair Stevenson that the agenda be approved with the noted changes to omit some items.

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

It was moved by Councillor Campbell and seconded by Mayor McCourt that the minutes of August 14, 2024, be approved with some additions.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

N/A

7) NEW BUSINESS

a) Events

i. Cornfest

1. The draft Flyer for September 25 – 29th was included in the package.
2. Chair Stevenson noted that the Red Rock Wrestling event for September 28th, 2024 was already being promoted and tickets were on sale. Tickets are available at Cornwall Town Hall (and website), Hunters, Phinley's Dinner, and Totally Taco (Montague)
3. The Cornball Tournament is back for this year and will be held on October 5th & 6th. There are already eight teams registered.

4. Kim noted that in the past we have used a company that was close to Cornwall to provide inflatables for Town events. After a suggestion from Chair Stevenson, she contact Little Harvest Town, Rentals and Inflatables located in Belfast to provide inflatables for Cornfest. These inflatables are corn and harvest themed which would fit with the theme of the event. The Little Harvest Town has offered a rental deal for four corn themed inflatables and decorations to go with them. These will need to be staffed by volunteers. Kim was asked to reach out to the other company to let them know the reason behind using the new company.
5. It was noted that Trivia will be hosted by Greg with no co host. There was no one available through Peers Alliance to help out.
6. Confirmed entertainment for the festival on Sunday includes the Filipino dancers, Kim is waiting to hear back from Jeannie and Charles as well as Julie Pellissier-Lush.

b) **Programs Updates (Manager's Report)**

- i. The After School Program is currently full (65).
- ii. We are offering a new program at the Terry Fox Complex that focuses more on sports and being active. The hours of operation are the same, however, children will be kept busy with games and sports.
- iii. The Province al

c) **Facilities**

- i. Terry Fox Sports Complex
 1. Turf replacement is proceeding well. The turf has been stitched together and they are applying the numbers and Cornwall PEI to the endzones.
 2. Projected finish date is August 23.
 3. It was noted that there is still turf from the old field available to groups, they would contact Kim to arrange pick up.
- ii. Pickleball lines on the tennis courts
 1. A group of concerned tennis players contacted Kim to ask that the Town to hold off on painting pickleball lines in the tennis courts. The groups are hoping to hold a tennis tournament at the tennis courts and would not be able to if there were pickleball lines painted on the courts.
 2. Kim has been in contact with Westwood Primary and East Wiltshire schools to see if the Town could paint pickleball lines on the old tennis courts located at the schools. Westwood Primary has agreed to let the Town use their old tennis court which is currently being used as parking space for teachers.
 3. Current usage of the pickleball courts that were painted at the basketball courts shows there is no waiting to use the courts.
 4. The recommendation to the committee is to hold off on painting pickleball lines on the tennis courts at this time.
- iii. MacPhail Park Upgrades
 1. Work will begin in the fall to install the new park equipment at MacPhail Park. A welder is currently manufacturing the stringers needed to secure the equipment.
 2. The next park designated for upgrades will be chosen in the spring.
- iv. Marianne Drive water access

1. Town staff have gone in to fix up the area, removing rocks and debris from the area.
2. The site needs to be fixed up and there is a concrete company coming to give a price for doing the work.
3. The site will be added to the rotation for Parks Staff to check for damage.

8) OTHER

- i. Canada Day Fireworks
 1. A concerned citizen group contacted the Town via email regarding the impact of Fireworks on the wildlife at Hyde Pond.
 2. Kim will look into the possibility of digital fireworks in terms of the cost and the sounds they emit.
- ii. Mascot Design
 1. The committee was presented with four quotes for the mascot design chosen in June.
 2. Two quotes were similar in cost and came from Loonie Times Custom Mascots and Ray of Halifax.
 3. Loonie Times was the only quote to include a design concept for the mascot and was the lower of the two.
 4. The Committee would like to see a concept design from Ray of Halifax before deciding as the price was higher from this company.
 5. The committee noted that the Town of Cornwall logo was missing from the costume and would like to see it included on the front of the mascot.
- iii. Mascot Naming
 1. It was suggested that we do a public call out to residents for name suggestions for the mascot. The final name would be selected from this by the Parks and Recreation Committee.
 2. It was noted that we could put a 'Name the Mascot' box out during Cornfest events for people to make their suggestions. We will print a picture of the final design with the box for people to make their suggestions.
- iv. Needle Locations
 1. Chair Stevenson asked if the Parks and Recreation staff could note the location of used needles found in parks around Cornwall.
 2. Kim noted that the staff is already tracking the locations where the needles are found.
 3. Chair Stevenson requested that a master map be kept to show locations to RCMP when needed.
- v. Batting Cage
 1. It was noted that the Town had budgeted for the batting cages.
 2. CAMBA reported that they have been able to raise money for the batting cage. They were also approved for funding through the Charlottetown Rotary for \$5000.00. These funds need to be used by December 31st, 2024.
 3. The batting cages would be booked out by the Town of Cornwall.
 4. Kim noted that we are looking to host the 2027 U13 baseball nationals.
 5. CAMBA requested that two batting cages be built, one at each field at the Terry Fox Sport Complex.

6. CAMBA will cover the cost of one of the cages, and request \$5,000 from the Town to cover a second one.
 7. Kim also met with Cornwall Softball Association about contributing \$2,500.
 8. CAMBA was tasked with getting quotes for the batting cages.
 9. CAMBA numbers are increasing and will also be adding a U17 team in 2025.
 10. Also noted was that the lighting at the lower field at the Terry Fox Complex will move ahead and work will start in September.
 11. The condition of the fields was discussed, products have been purchased to help the field dry out faster. Kim noted that we also located a clay pit that produced the type of clay needed to fill the low spots on the field, however, it has taken more time than expected to get the clay.
- vi. The final two items on the Agenda were left to review and discuss at a later date.

9) **IN CAMERA**
NIL

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, September 11th, 2024, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:12pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

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

Events

- **Neighborhood Park Party**
 - The last park event was held on August 23, 2024, at the Cornwall Civic Centre.
 - The weather was great and there was between 150 – 200 people in attendance
 - The event began at 6:00pm with hot dogs, juice and chips being served.
 - The pool was open and there was music and games.
 - The movie “Inside Out 2” started around 8:30pm. Popcorn and juice were served.
 - Overall, the event was largely attended.

Upcoming Events

- **Cornfest**
 - The dates for Cornfest will be September 25 – 29th, 2024.
 - Schedule of events will be finalized by Sept 11, 2024.
 - Sponsors are starting to come in.
 - Flyer will be distributed by September 17, 2024.
 - This year the Town will host the Red Rock Wrestling event as their feature pay event.

Camps Update

After School Camp

- The Department will be operating the Before & After School Camp at the Cornwall Civic Centre. The program is full, with 65 children registered. This year there will be monthly themes, and club activities for children to experience a variety of programming areas such as cooking, science, music and drama.
- This year the Department will be offering a Sports & Adventure program at the Terry Fox Sports Complex. This program will be a daily program offering children the opportunity to participate in sports and active games. This program will cater to children 7 – 12 years.
- The Town offered PD Full Day camps on September 3rd & 4th with approximately 40 children enrolled each day.

Fall Programs

- The fall program schedule was distributed to newsstands on August 30, 2024.
- Registrations have begun and most programs begin the week of September 16th except for the Seniors Lunch program which begins September 12, 2024.
- This fall the Town will be offering a variety of programs including Creative Gym (NEW), Little Artists, Kids Cooking Classes, Youth Multisport (NEW), Pre-Teen Hangout (NEW),

Line Dancing, Pilates (NEW), Yoga, Adult Tennis, Darts (NEW), Senior's Time for Tech (NEW), Seniors Fitness, Jam Session, Dessert Bingo and of course Pickleball for all ages.

Facilities

Terry Fox Sports Complex

- For the month of August, the usage hours were broken down as follows.
 - Soccer Turf – 127.5hrs (2023) Soccer Turf – 109.75
 - Baseball Field – 122.5hrs (2023) Baseball Field – 114.5
 - Softball Field – 86.5 (2023) Softball Field – 67.5
 - Beach Volleyball Courts – 125.5 (2023) Beach Volleyball Courts – 109.5

Ball Fields

- The ball field usage for the month of August
 - East Wiltshire # 1 – 88.5hrs (2023) East Wiltshire # 1 - 77hrs
 - East Wiltshire # 2 – 79.5hrs (2023) East Wiltshire # 2 – 66hrs
 - York Point # 1 – 72hrs (2023) York Point # 1 – 80hrs
 - York Point # 2 – 450.5hrs (2023) York Point # 2 – 47.5hrs

Terry Fox Sports Complex Spectators Usage for August

2024 - 4509

2023 - 4897

Poolside Park Pool

- The pool closed for the season on September 1, 2024.
- Overall, the season went well, breakdown as follows
 - Drop Ins
 - 2024 Revenue - \$ 5628.00
 - 2023 Revenue - \$ 5263.65
 - Swimming Lessons
 - 2024 – 66 registered
 - 2023 – 64 registered

Respectfully Submitted

Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-10-2024 Recreation PEI Anit-Racism Charter

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Recreation PEI has recognised that racism in sport is present in PEI and has drafted an Anti-Racism Charter to address the issue;

And Whereas: Recreation PEI has requested that municipalities including the Town of Cornwall sign and adopt the Anti-Racism Charter;

Therefore, be it Resolved: That the Town of Cornwall sign and adopt the Recreation PEI Anti-Racism Charter and draft an action plan to implement the charter.

Town of Cornwall - Public Meeting
Thursday, August 29, 2024 – 7:00 pm
APM Centre
35 Mercedes Drive, Cornwall

Attendance: 29

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

Agenda:

Mr. Hay welcomed those in attendance, and advised the agenda items to be presented are rezoning applications for 56 Lakeview Drive (PID 719328) and 346 York Point Road (PID 248971) requiring concurrent amendments to the Zoning Map (*Zoning & Subdivision Control (Development) Bylaw #422*) and General Land Use Plan (*2022 Official Plan*), Development Concept for Scottsview Meadows Subdivision Phase 2 (part of PID 1148626), amended Development Concept for York Point Meadows Subdivision (part of PID 248997), text amendments to the *2022 Official Plan*, and text amendments to the *Zoning & Subdivision Control (Development) Bylaw #422*.

1. 56 Lakeview Drive (PID 719328) – Rezoning Application – Amendment to the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422, and General Land Use Plan (2022 Official Plan)

Rezoning application received to rezone the property from Single-detached Residential (R1) to Multiple Unit Residential (R4). The existing Single-detached Dwelling contains a total of three (3) dwelling units, the property owner has applied for the rezoning to bring the property into compliance. The Zoning Map and General Land Use Plan were shown evidencing the proposed amendment.

Mr. Hay asked if there were any comments on the Rezoning Application for 56 Lakeview Drive (PID 719328), and none were received.

2. 346 York Point Road (PID 248971) – Rezoning Application – Amendment to the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422, and General Land Use Plan (2022 Official Plan)

Rezoning application received to rezone the property from Agricultural Reserve (R1) to Public Service and Institutional (PSI). The existing building was historically a school house and has been utilized as a community centre. Mr. Hay explained that the Public Service and Institutional (PSI) Zone and Use ***. The Zoning Map and General Land Use Plan were shown evidencing the proposed amendment.

Mr. Hay asked if there were any comments or questions on the Rezoning Application for 346 York Point Road (PID 248971). A resident asked if the rezoning would affect the tax assessment. Mr. Hay stated that typically tax assessments are triggered by development.

3. Scottsview Meadows Subdivision Phase 2 (part of PID 1148626) – Development Concept

Application received for Scottsview Meadows Subdivision Phase 2. Mr. Hay stated that the property is zoned Planned Unit Residential Development (PURD), as was Phase 1, and PURD Developments are subject to public consultation. A preliminary plan evidencing the development concept was shown. The concept for Phase 2 includes the extension of

Heatherway Drive to Samantha Lane (Phase 1), and creation of new “Street F” and “Street T”. Phase 2 proposes fourteen (14) lots, intended for thirteen (13) Multiple Unit or Townhouse Dwellings, and five (5) apartment dwellings. Renderings of a proposed Townhouse Dwelling and Apartment Dwelling were shown.

Mr. Hay asked if there were any comments or questions on the Development Concept for Scottsview Meadows Phase 2. A resident requested clarification on Pedestrian Walkway Infrastructure and where that would go in the subdivision. Mr. Hay indicated that the sidewalk terminates on Heatherway Drive and the intention is to continue that walkway into Phase 2. Mr. Hay further indicated that there is a naturalized area leading from Heatherway Drive behind Stephanie Drive and the intention is to construct a more naturalized trail through that area.

A resident commented on traffic flow at Samantha Lane and Seymour Drive, and concerns of increased traffic. The resident commented that the intersection needs to be converted to a 3-way stop. Mr. Hay stated that he has looked into this with the Province before and their response was that Samantha Lane is a through street. Three-way intersections are not implemented unless there is significant volume of traffic from each leg of the intersection. Mr. Hay stated that he would bring the concerns to the Province again. Councillor MacIsaac stated that the Province may reassess the intersection once developed at a higher density. No further comments were received.

4. York Point Meadows Subdivision (part of PID 248997) – Amended Development Concept

A revised Development Concept was received for York Point Meadows Subdivision. Mr. Hay stated that the Subdivision was granted Preliminary Approval in September 2022 for both Single-detached Dwellings and Semi-detached Dwellings. A preliminary plan evidencing the revised development concept was shown. The revised concept proposes six (6) Multiple Unit Dwellings on the north side of Retamary Drive, and the remaining lots as Single-detached Dwellings and Semi-detached Dwellings. Renderings of proposed Single-detached Dwellings, Semi-detached Dwellings, and Townhouse Dwellings were shown.

Mr. Hay asked if there were any comments or questions on the revised Development Concept for York Point Meadows Subdivision. A resident brought forward concerns about heavy traffic on Ferry Road and the need for curb and walkway. The Province widened the Ferry Road but the resident commented that it is still not safe to walk on Ferry Road. Councillor Barnes commented that constructing walkway infrastructure is costly, and it would be more cost effective to wait until such time that water and sewer services are installed on Ferry Road. The resident asked about installing curbs on Ferry Road, and Mr. Hay clarified that the construction of curbs would require stormwater management plans which is also costly. The resident also asked if the Town has the capacity to supply water to these new developments. Mr. Hay commented that without the new water tower the Town is above capacity requirements. The new water tower itself won't provide additional water but will increase pressure. The new well field provides plenty of new water for the Town. Upon completion of the water tower the Town will then look at implementing pressure zones in the town. The resident also asked about green space in the development. Mr. Hay stated the parkland was deferred to an additional phase during the initial approval as no land in this portion of development was useful for green space.

A comment was received about water pressure in the area. Mr. Hay reiterated the previous comments regarding the water tower and pressure zones, and that these concerns were brought forward at the initial approval stage.

No further comments were received.

5. Text Amendments – 2022 Official Plan

The proposed text amendments to the 2022 Official Plan relate to Section 4.2 (Residential), and Section 4.5 (Transportation). The proposed amendments relate to policies on Planned Unit Residential Developments, Accessory Dwelling Units, and Public Transportation.

The text of each proposed amendment was shown indicating the change and read verbatim by Mr. Hay. After reading and explaining each of the amendments the floor was open for comment. A resident requested clarification on what Garden Suites are. Mr. Hay clarified that it is a stand alone unit on property (ie: tiny home) permitted for occupancy for personal use or a rental. These types of dwellings are being adopted across the province and is a cost effective way to promote additional housing within the town. No further comments were received.

6. Text Amendments – Zoning & Subdivision Control (Development) Bylaw #422

The proposed text amendments to the Zoning & Subdivision Control (Development) Bylaw #422 relate to Section 4 (General Provisions), Section 5 (Signage), Section 6 (Parking Requirements), Section 9 (Single-detached Residential Zone), Section 10 (Two-unit Residential Zone), Section 11 (Attached Residential Zone), Section 12 (Multiple Unit Residential Zone), Section 13 (Planned Unit Residential Development Zone), Section 14 (General Commercial Zone), Section 15 (Business Park Zone), Section 16 (Comprehensive Development Area Zone), and Section 26 (Definitions). The proposed amendments relate to housekeeping/administrative items and adding/removing language to better clarify intention and procedure, Accessory Dwelling Units, Ground-Oriented Housing and Townhouse Dwellings, Parking Requirements, Building Height, Lot Requirements, Off-Premises Signage and Electric Signs.

The text of each proposed amendment was shown indicating the change and read verbatim by Mr. Hay. After reading and explaining each of the amendments the floor was open for comment. Comments were received regarding Accessory Dwelling Units and Garden Suites, and the criteria, with concern that every neighbourhood can facilitate these dwellings on these lots. Mr. Hay clarified that the dwellings will still have to meet lot coverage and setback requirements. The resident also brought concern on the length of time the unit could be rented (not less than one (1) month) and if these properties need to be owner occupied. Mr. Hay commented that presently Secondary Suites have the same requirement, and Council can consider the Accessory Dwelling Units needing to be on owner occupied lots. No further comments were received on the Bylaw amendments.

Mr. Hay thanked everyone for attending and advised that written comments will be accepted until September 12, 2024, any comments received will be compiled and provided to Council for consideration.

Adjournment

The meeting was adjourned at 7:45pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development

**Town of Cornwall
Planning Committee Meeting
September 4, 2024 at 4:30 PM**

Attendance: Mayor Minerva McCourt, Deputy Mayor Jill MacIsaac, Steven Campbell, and Corey Frizzell
Staff: CAO Kevin Coady, Spencer Hay, Emma Hicks
Regrets: None
Public: 3

1) CALL TO ORDER

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

2) LAND ACKNOWLEDGEMENT

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

3) APPROVAL OF AGENDA

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

CARRIED

4) DISCLOSURE OF CONFLICT OF INTEREST

NIL

5) APPROVAL OF MINUTES

It was moved by Councillor Frizzell and seconded by Councillor Campbell that the Minutes of August 7, 2024, be approved as read.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

6(a-g) Public Meeting – August 29, 2024

The Committee discussed the overall public meeting. Minutes from the meeting will be provided for Committee of Council discussion. Councillor MacIsaac mentioned that not many comments were received on any of the agenda items.

Relating to Scottsview Meadows Phase 2, comments were received regarding increased traffic and the intersection of Seymour Drive and Samantha Lane. The Committee recalled that this intersection was discussed during the approval of Phase 1. Staff further advised that the Department of Transportation will not implement a 2-way or 3-way stop until there is further development that significantly increases traffic flow. The Province may reassess the intersection at another time, however, currently through traffic travels from the intersection of Cornwall Road straight down Samantha Lane, while Seymour Drive is not a through street. Seymour Drive has a stop sign at the north end at the intersection of Samantha Lane, and at the south end at the intersection of Cornwall Road. Staff advised that traffic calming measures for Samantha Lane, such as speed humps under the Town's Speed Hump Policy, may be considered once construction traffic declines. No comments

were received regarding the density of Phase 2, which includes apartments and townhouses/multiple unit dwellings.

Relating to the Bylaw and Official Plan amendments, comments were received regarding Accessory Dwelling Units and Garden Suites. Councillor Frizzell asked what the purpose is of including these dwellings/suites, and staff stated it is to promote alternate housing options within the Town. Additionally, Accessory Dwelling Units were one of the commitments Council made to CMHC under the Housing Accelerator Program, and the amendments are to facilitate those commitments. Resident comments relate to increased density in neighbourhoods with Single-family Dwellings and concern that every property can facilitate these units. Councillor MacIsaac clarified that the amendment would allow for one of each Accessory Dwelling Unit in the rear yard and Garden Suite within the Single-detached Dwelling. Staff further clarified that Accessory Dwelling Units will be subject to standard lot coverage, setbacks, and parking requirements, which will provide development control as not all properties will be able to meet the criteria.

The Amended Development Concept for York Point Meadows Subdivision received comments relating to pedestrian walkway infrastructure, and pedestrian and vehicular traffic on Ferry Road. Similar comments were received during the original approval process in 2022. The development will extend Retamary Drive and create a new street to Ferry Road. Pedestrian Walkway Infrastructure is a requirement of new PURD Developments and will be included within the development. Extension of walkways on Ferry Road remains dependent on development further along Ferry Road, and funding.

Staff advised that Requests for Decision for all Public Meeting items will be provided to Committee of Council for further discussion and recommendations.

7) NEW BUSINESS

a) 62 Skyewater Drive – Beach Access Request

Staff was contacted by the Department of Environment regarding an application their office received to install a staircase over Town land for beach access. Their office would require the Town's authorization as property owner. The resident's property abuts to Town land that is part of the neighbourhood's Sunrise Cove Park and includes the shoreline. The Committee discussed that water access is provided through the Sunrise Cove Park, accessible to all residents. Staff advised that when the park was developed the Department of Environment was very clear that the access is only for water access with a kayak, paddle board, etc., and not for access to the beach. The area is a salt marsh and cannot be disturbed. The Town was required to install signage advising residents to stay off the beach. Councillor MacIsaac commented that liability may be a concern as the access would be over Town land. Staff advised that insurance for Sunrise Cove Park may cover liability. Councillor Frizzell asked how steep the bank is, staff advised it is approximately 15ft. The Committee discussed that such access should only be permitted over Town land if it is accessible for everyone to use, and that public access to the water already exists in this neighbourhood. Mayor McCourt commented that if access is granted to one property owner then the Town would be obligated to authorize access others. Councillor MacIsaac stated that the request should also be brought to the Environment Committee for input.

b) Scottsview Meadows Subdivision – Phase 1 Pedestrian Walkway Infrastructure

Scottsview Meadows Subdivision Phase 1 was approved two years ago, staff reminded the Committee of the commitment to cost share a reasonable amount towards Pedestrian Walkway Infrastructure in Phase 1. The developers have provided the invoice to the Town for review. Staff advised that the cost per meter of trail is high considering the Town constructed a trail a few months prior to Phase 1 and it was much less. CAO Coady suggested to calculate what the Town paid per meter at that time plus inflation, and pay half. Staff advised that they could provide the invoice to Town engineering consultants to compare costs from that time. Councillor MacIsaac requested that staff review with Town engineering consultants to get another opinion on cost, and discuss at Committee of Council.

c) 91 Kingston Road – Vairance Application

The Applicant has submitted revised plans and subsequent variance application. Staff advised that they met with the applicant in May to review the matter and advise what is required to remove the building or bring the property into compliance. The revised plans show removing a portion of the building. Staff advised that the revised plans still require a height, total size, and setback variance. During construction of the building, site grading was conducted on an adjacent property. Staff advised the Applicant that authorization must be obtained from that property owner. The adjacent property owner did not provide the Applicant with such authorization. Staff clarified that Development Officers cannot permit development on an adjacent property without authorization. Staff advised that the Bylaw provides a test for approving variances, and the revised plan and variance application does not meet those tests. The Committee discussed that Town staff and Councillors have received numerous complaints and concerns regarding the building. Councillor MacIsaac stated the matter will go to Committee of Council for further discussion

It was moved by Councillor Frizzell and seconded by Councillor Campbell that the Variance Application be denied by Council.

8) OTHER BUSINESS

NIL

9) IN-CAMERA

MGA s.119(1)(g) – It was moved by Councillor Frizzell and seconded by councillor Campbell that the meeting move in-camera at 5:24pm.

The meeting resumed regular session at 5:37pm

10) NEXT MEETING

The next Planning Committee meeting will be held Wednesday, October 2, 2024, at 4:30 pm.

11) ADJOURNMENT

Meeting adjourned at 5:37pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-25-2023
Bylaw #422G – First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Council has received an application to rezone 56 Lakeview Drive, being PID 719328, from Single Detached Residential (R1) to Multiple Unit Residential (R4);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 719328 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422G, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Bylaw #422G

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. Schedule "A", Zoning Map, of Bylaw #422 is amended by the following:
 - a) PID 719328 is designated as Multiple Unit Residential (R4), hereby excluding it from its former designation of Single-detached Residential (R1);

The effective date of Bylaw #422G is the date as signed below by the Minister of Housing, Land and Communities.

First Reading:

Bylaw #422G, 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 _____, 2024.

Second Reading:

Bylaw #422G, 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 _____, 2024.

Approval and Adoption by Council:

Bylaw #422G, 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 _____, 2024.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422G, 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 _____, 2024, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422G, 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

1st Reading and Approval



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-26-2024
**Approval and Adoption of Official Plan Amendment OPA-2024-03
Amendment to the 2022 Official Plan – General Land Use Plan**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Council has received an application to redesignate the Future Land Use of a portion of PID 719328 from Single-detached Residential to Multiple Unit Residential.

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”).

And Whereas: the proposed amendment to the designation of said PID 719328 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Official Plan Amendment OPA-2024-03, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Official Plan Amendment
OPA-2024-03

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

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

1. The Future Land Use designation of PID 719328 is designated as Multiple Unit Residential, hereby excluding it from its former designation of Single-detached Residential.

The effective date of Official Plan Amendment OPA-2024-03 is the date as signed below by the Minister of Housing, Land and Communities.

Council Approval and Adoption:

Official Plan Amendment OPA-2024-03 was approved and adopted by a majority of council members present at the Council meeting held on the ____ day of _____, 2024.

Signatures:

Minerva McCourt, Mayor

Date

Kevin Coady, Chief Administrative Officer

Date

Ministerial Approval:

Official Plan Amendment OPA-2024-03 is hereby approved.

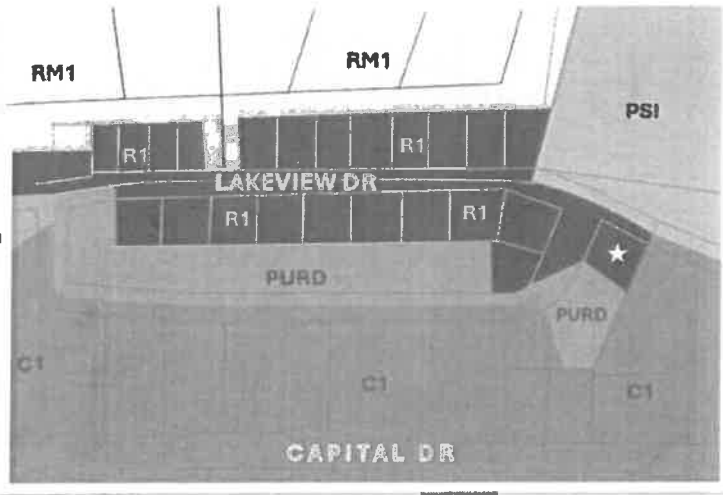
Dated on this ____ day of _____, 20__

Minister of Housing, Land and Communities

Rezoning- 56 Lakeview Drive (PID 719328)

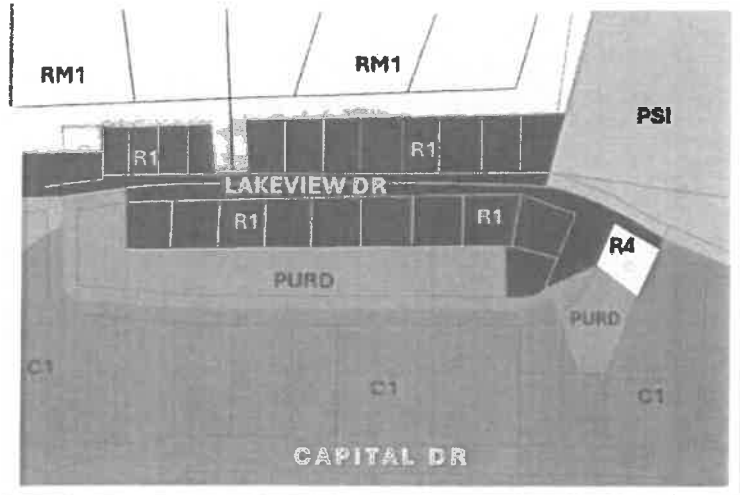
Zoning Map

Existing Zoning – Single-detached Residential (R1)



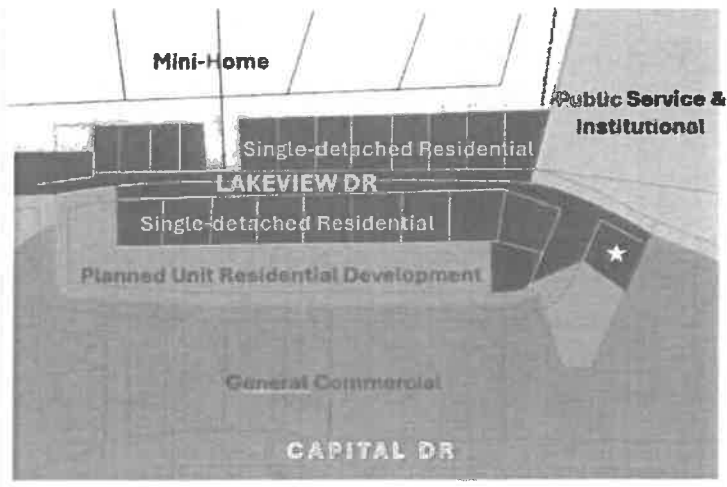
Zoning Map

Proposed Zoning – Multiple Unit Residential (R4)



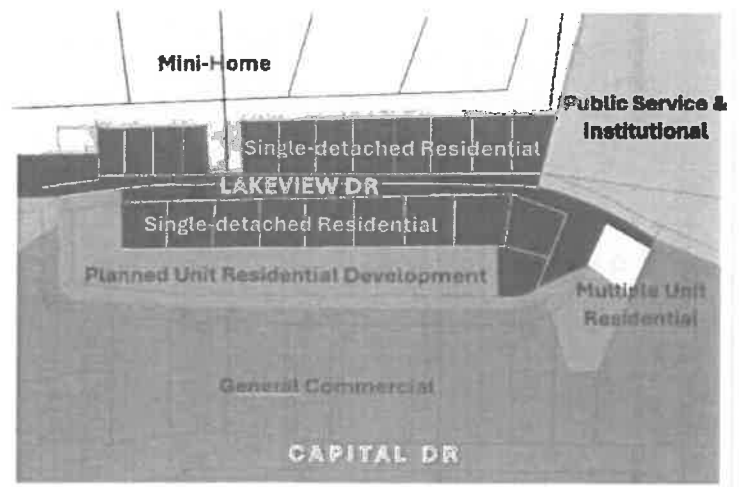
General Land Use Plan

Existing Use – Single-detached Residential



General Land Use Plan

Proposed Use – Multiple Unit Residential





TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

COMMITTEE: Planning Committee

MOTION NUMBER: PL-27-2023
Bylaw #422H - First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has received an application to rezone 346 York Point Road, being PID 248971, from Agricultural Reserve (R1) to Public Service and Institutional (PSI);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: the proposed amendment to the designation of said PID 248971 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422H, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Bylaw #422H

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. Schedule “A”, Zoning Map, of Bylaw #422 is amended by the following:

- a) PID 248971 is designated as Public Service and Institutional (PSI), hereby excluding it from its former designation of Agricultural Reserve (A1);

The effective date of Bylaw #422H is the date as signed below by the Minister of Housing, Land and Communities.

First Reading:

Bylaw #422H, 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 _____, 2024.

Second Reading:

Bylaw #422H, 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 _____, 2024.

Approval and Adoption by Council:

Bylaw #422H, 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 _____, 2024.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422H, 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 _____, 2024, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422H, 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

1st Reading and Approval



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-28-2024
**Approval and Adoption of Official Plan Amendment OPA-2024-04
Amendment to the 2022 Official Plan – General Land Use Plan**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____

Seconded by Councillor _____

Whereas: Council has received an application to redesignate the Future Land Use of a portion of PID 248971 from Agricultural Reserve to Public Service and Institutional.

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”).

And Whereas: the proposed amendment to the designation of said PID 248971 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Official Plan Amendment OPA-2024-04, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Official Plan Amendment
OPA-2024-04

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

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

1. The Future Land Use designation of PID 248971 is designated as Public Service and Institutional, hereby excluding it from its former designation of Agricultural Reserve Zone.

The effective date of Official Plan Amendment OPA-2024-04 is the date as signed below by the Minister of Housing, Land and Communities.

Council Approval and Adoption:

Official Plan Amendment OPA-2024-04 was approved and adopted by a majority of council members present at the Council meeting held on the ____ day of _____, 2024.

Signatures:

Minerva McCourt, Mayor

Date

Kevin Coady, Chief Administrative Officer

Date

Ministerial Approval:

Official Plan Amendment OPA-2024-04 is hereby approved.

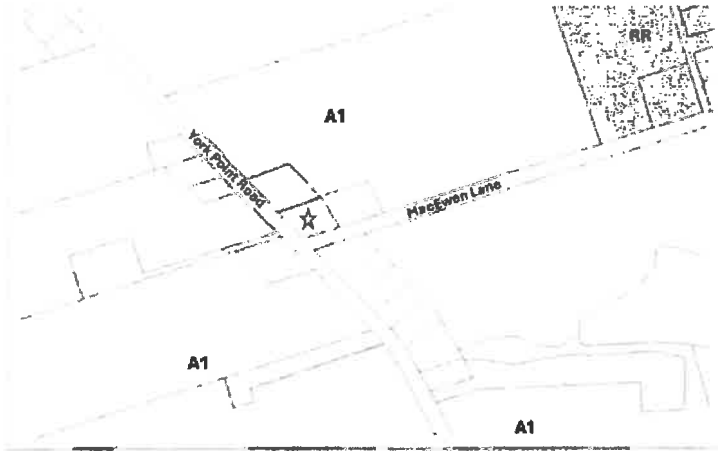
Dated on this ____ day of _____, 20__

Minister of Housing, Land and Communities

Rezoning- 346 York Point Road (PID 248971)

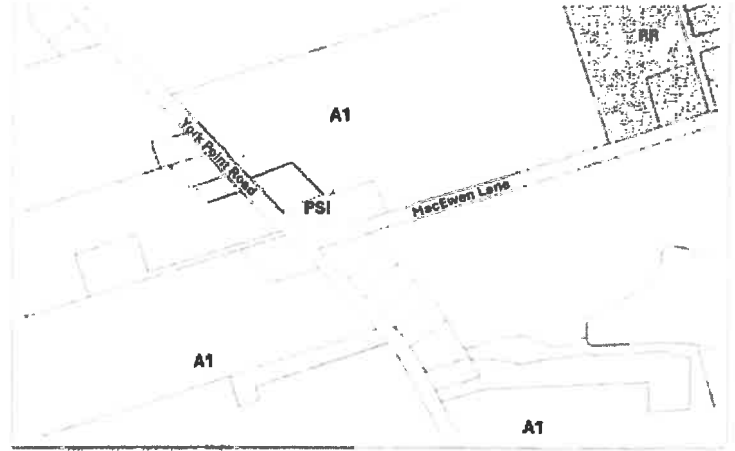
Zoning Map

Existing Zoning – Agricultural Reserve (A1)



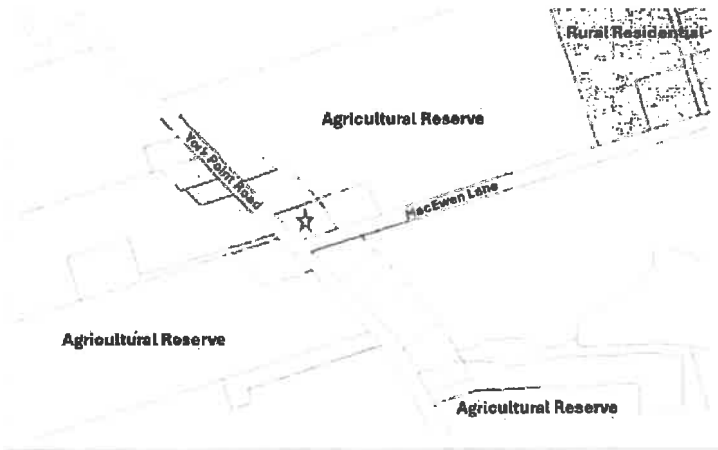
Zoning Map

Proposed Zoning – Public Service and Institutional (PSI)



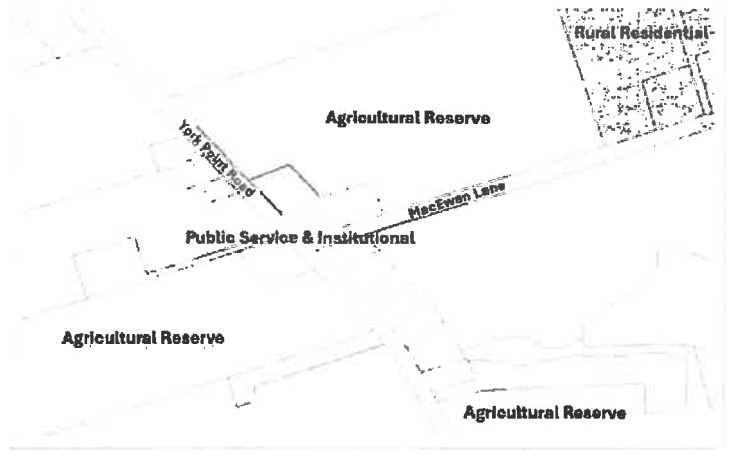
General Land Use Plan

Existing Use – Agricultural Reserve



General Land Use Plan

Proposed Use – Public Service and Institutional





**TOWN OF CORNWALL
RESOLUTION**

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-29-2024
York Point Meadows Subdivision (Portion of PID 248997)
Amendment to Development Concept

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town received a request to amend the Development Concept for Phase 1 of the York Point Meadows Subdivision, being a portion of PID 248997, from a combination of Single-detached Dwellings and Semi-Detached Dwellings, to also include Townhouse Dwellings.

And Whereas: The Amended Development Concept was presented at a Public Meeting on August 29, 2024.

And Whereas: Council has considered the Town of Cornwall 2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

Therefore, be it Resolved: That Council grant approval to amend the Development Concept for Phase 1 of York Point Meadows Subdivision (portion of PID 248997) to include Townhouse Dwellings, subject to the Developer entering into a Subdivision and Development Agreement with the Town.



**TOWN OF CORNWALL
RESOLUTION**

DATE: September 25, 2023
COMMITTEE: Planning Committee
MOTION NUMBER: PL-30-2024 – Scottsview Meadows Subdivision – Phase 2
Preliminary Approval of Development Concept

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Corey Frizzell**

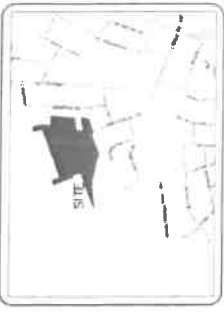
Whereas: The Town received an application to subdivide and develop a portion 1148626 (the “Property”) known as Phase 2 of the Scottsview Meadows Subdivision.

And Whereas: The Development Concept was presented at a Public Meeting on August 29, 2024.

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 Scottsview Meadows Phase 2, as depicted in the Preliminary Plan of Survey drawing 24038-CP6, prepared by Sandstone Surveying & Engineering and dated August 2, 2024, subject to the Developer entering into a Subdivision Agreement and Development Agreement with the Town.



KEY PLAN N.T.S.

LEGEND

- LANDS SHOWN WITH THIS PLAN
- FENCE LINE
- SINGLE FAMILY DWELLING
- PROPOSED HIGHWAY
- PROPOSED DRIVE WAY

NOTES

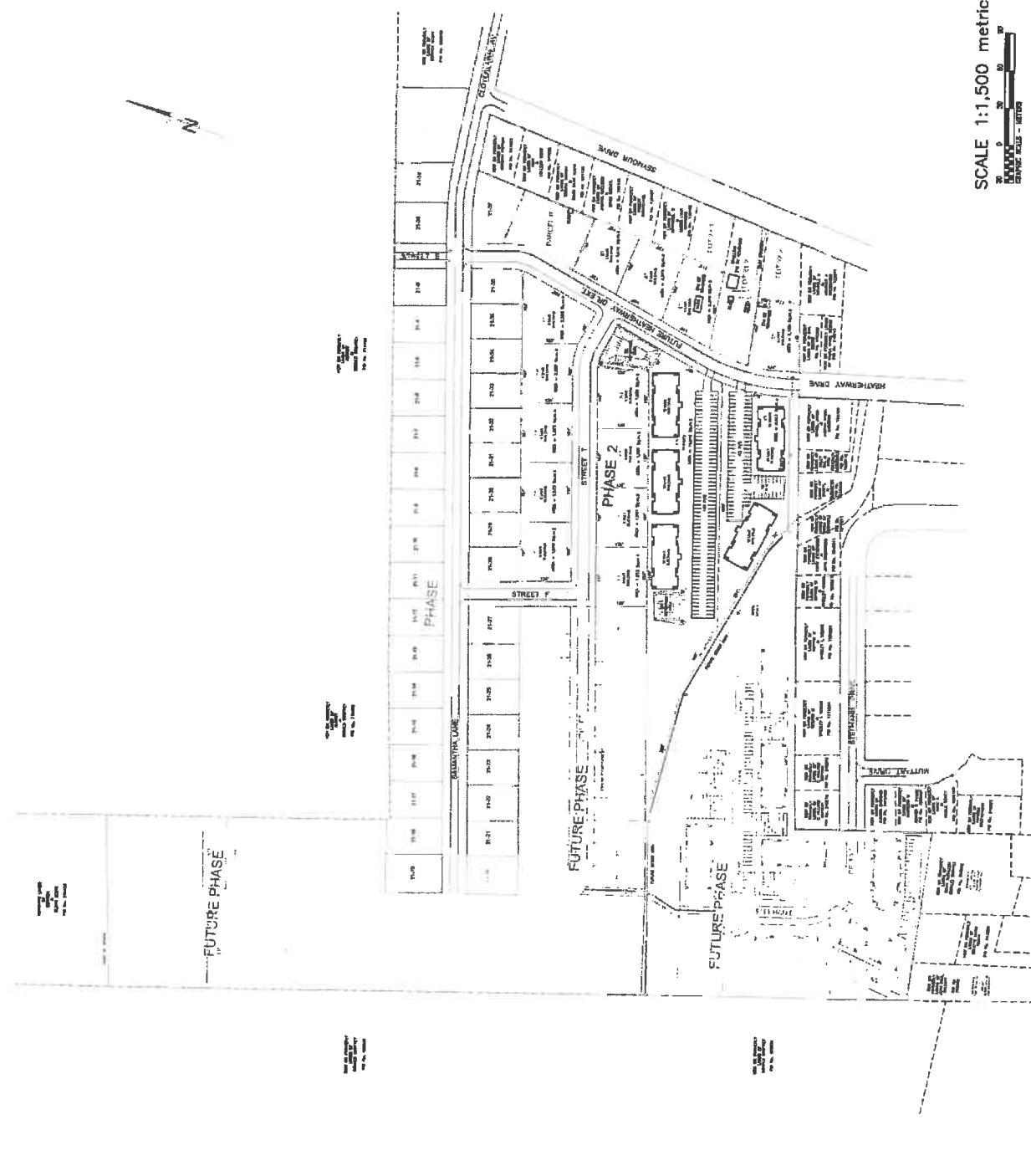
1. LOT DIMENSIONS ARE GIVEN IN FEET.
2. PROPERTY BOUNDARIES APPROXIMATELY OBTAINED FROM THE RECORDS OF THE COUNTY CLERK'S OFFICE, COUNTY OF QUEEN'S, NEW YORK.
3. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE DRIVE.
4. PHASE 1, TOTAL AREA IS 14.17 ACRES (61,477 SQ. FT.).
5. PHASE 2, TOTAL AREA IS 14.17 ACRES (61,477 SQ. FT.).
6. TOTAL AREA OF DEVELOPMENT IS 28,354 SQUARE METERS (81.27 ACRES).

SWESTONE
 SURVEYING AND ENGINEERING
 505 LAW STREET, PO BOX 300, CORNWALL, NY, 14830
 T: 800-394-2945
 info@swestonestone.com

**CONCEPT PLAN SHOWING
 PHASE 2,
 Scottsview Meadows**

CORNWALL
 QUEEN'S COUNTY
 TOWNSHIP No. 32
 P.E.I.
 DRAWN BY: DM
 DRAWING No. 24038-CP8

PREPARED BY:
 PRELIMINARY
 14830 LAW STREET, CORNWALL, NY 14830



SCALE 1:1,500 metric
 0 10 20 30 40 50 METERS



TOWN OF CORNWALL
RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-31-2024
Bylaw #422F - First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Steven Campbell**

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

And Whereas: The proposed amendments to the Bylaw were presented to the public at an open meeting held on August 29, 2024.

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

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

Bylaw # 422F

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.

Effective Date

The effective date of the Town of Cornwall Bylaw # 422F, a bylaw to amend the Zoning & Subdivision Control (Development) Bylaw, is the date as signed below by the Minister of Housing, Land and Communities.

Authority

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.

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

- 1. Clause 4.1(7)(d) of the Bylaw is amended by the deletion of the word ‘tot’ and the substitution of the word ‘to’.**
- 2. Subsection 4.6(2) of the Bylaw is deleted and replaced with the following:**
 2. Notwithstanding any maximum Height restriction set out in this Bylaw and the variance provisions in Part 21, Council may approve a Building exceeding the maximum Height where:
 - a. the Building and construction are in accordance with the National Building Code;
 - b. the firefighting access has been approved by the provincial fire marshal’s office;
 - c. the Building contains a sprinkler system; and
 - d. in the opinion of the Council, the Building is compatible with surrounding development in terms of architectural design, building materials, building massing, building form and streetscape.
- 3. Section 4.7 of the Bylaw is deleted and replaced with the following:**
 1. Secondary Suites and Garden Suites shall be permitted, subject to the following:
 - a. the Property Owner shall submit a written application to the Town on the prescribed form;
 - b. the Secondary Suite or Garden Suite, or both, shall comply with the following:

Secondary Suite

Garden Suite

Permitted in association with	single detached dwellings, semi-detached dwellings and townhouse dwellings	single detached dwellings and semi-detached dwellings
Maximum floor area	no more than the lesser of: <ul style="list-style-type: none"> • 40% of the total floor area of all storeys of the main dwelling, excluding the garage floor area and common spaces serving both dwelling units; or • 80 sq. m. (861 sq. ft) of finished living space. 	no more than 80 sq. m. (861 sq. ft) of finished living space
Use restrictions	not permitted in a main dwelling that is operated as a tourism establishment, boarding house, or group home and shall not be rented for a period of less than one month	shall not be operated as a tourism establishment and shall not be rented for a period of less than one month
Parking	one parking space, in addition to the parking space(s) required for the main dwelling and any Garden Suite under this Bylaw	one parking space, in addition to the parking space(s) required for the main dwelling and any Secondary Suite under this Bylaw
Number permitted per lot	1	1
Electrical, water, and sewer services	<ul style="list-style-type: none"> • connected to the same electrical, water and sewer services as the main dwelling on the lot, except where a shared connection is not feasible or appropriate; and • in the case of an on-site septic system, the system shall be certified by a qualified engineer licensed to practice in the province 	<ul style="list-style-type: none"> • connected to the same electrical, water and sewer services as the main dwelling on the lot, except where a shared connection is not feasible or appropriate; and • in the case of an on-site septic system, the system shall be certified by a qualified engineer licensed to practice in the province
Design requirements	where the Secondary Suite has a separate outside entrance from the main dwelling, the entrance must be located on the side or rear wall of the main dwelling	windows in the Garden Suite shall be placed and sized such that they minimize direct views of adjacent lot(s) through one or more of the following:

-
- Off-setting window placement to limit direct view into a window of an adjacent site;
 - Strategic placement of windows in conjunction with landscaping features; and/or
 - Placing larger windows to face a lane, flanking public roadway or other dwelling on the same site.
-

c. Garden suites:

- i. shall be subject to the standards of clause 4.1(2)(c) with respect to the number of accessory buildings and structures per lot;
- ii. may be established in existing accessory buildings, where all applicable standards can be met. In addition, a new or converted building containing a garden suite may include accessory uses such as a garage or storage; and
- iii. shall not exceed one storey in height;

d. Notwithstanding subclause 4.7(1)(c)(iii), where the Garden Suite is in an accessory building that includes accessory uses such as a garage or storage, the accessory building may be more than one storey, provided the living space does not exceed one storey in height and in no case shall the Garden Suite or accessory building containing the Garden Suite exceed the height of the main dwelling on the lot; and

e. The Secondary Suite or Garden Suite or both shall meet the requirements of the National Building Code and all requirements under the Town's Bylaw.

4. Subsection 4.10(2) of the Bylaw is amended by the deletion of words 'or R4' following the words 'an R3'.

5. Section 4.23 of the Bylaw is amended:

5.1. by the deletion of the words ', Row' in the section header;

5.2. in subsection (1), by the deletion of the words ', Row' after the words 'Semi-Detached'; and

5.3. in subsection (2), by the deletion of the words 'Row or' after the words 'Semi-Detached'.

6. '5. Signage' of the Bylaw is amended:

6.1. In subsection 5.2(1), by the deletion of the word ‘and’ at the end of clause (d), the deletion of the period at the end of clause (e), the addition of the words ‘; and’ at the end of clause (e), and the addition of the following after clause (e):

- f. electronic signs pursuant to the provisions of section 5.13.

6.2. By the addition of the following after section 5.12:

5.13 ELECTRONIC SIGNS

1. Electronic signs are permitted as part of a freestanding, fascia, or canopy sign in the PSI, C1 or M1 zones subject to the general provisions for those types of signs as well as the following standards:
 - a. the message duration shall not be less than 10 seconds;
 - b. the message transition shall be instantaneous;
 - c. the message transition shall not involve any visible effects including but not limited to scrolling, fading, dissolving, intermittent or flashing light, or the illusion of such effects;
 - d. the maximum brightness levels of the electronic sign shall be 5,000 nits during daytime and 500 nits at nighttime;
 - e. the sign shall use automatic dimming technology which automatically adjusts the sign copy’s brightness in direct correlation with ambient light conditions;
 - f. illumination shall not negatively impact adjacent residential properties;
 - g. the sign shall not be illuminated between the hours of 11:00 p.m. and 7:00 a.m. unless the business is open or in operation during those hours; and
 - h. the sign shall be turned off in the case of a malfunction.

7. ‘6. Parking Requirements’ in the Bylaw is amended:

7.1. by the deletion of section 6.1 and the substitution of the following:

6.1 PARKING REQUIREMENTS

1. For every Building to be Erected, placed, used or enlarged, there shall be provided and maintained off-Street parking on the same Lot to the extent, prescribed in the following chart:

Primary Type of Building	Minimum Requirement
Single-detached Dwelling	2 Parking Spaces per Dwelling Unit
Accessory Dwelling Unit	1 additional Parking Space per Dwelling Unit
Ground Oriented Housing	1.5 Parking Spaces per Dwelling Unit
Apartment Dwelling and other Multiple Unit Dwellings	1 Parking Spaces per Dwelling Unit

Primary Type of Building	Minimum Requirement
Senior Citizens Apartments and Community Care Facilities	1 Parking Spaces per Dwelling Unit
Hospitals and Nursing Homes	0.75 Parking Spaces per bed
Hotel, Motel or Other Tourist Establishment	1 Parking Space per guest/room or rental unit and 1 Parking Space for each 5 sq. m. (53.8 sq. ft.) of Floor Area devoted for public use (e.g. banquet rooms, Lounge)
Auditoriums, Places of Worship, Halls, Libraries, Museums, Theatres, Arenas, Private Clubs, And Other Places of Assembly or Recreation	1 Parking Space/20 sq. m. (215.2 sq. ft.) of public use area
Schools (public and private)	1 space/employee + 1 drop-off space + elementary school 1 space/8 classrooms junior secondary school 1 space/4 classrooms senior secondary school 2 spaces/classroom
Funeral Home	1 space/4.5 sq. m. (48.4 sq. ft.) of assembly area
Business and Professional Offices, Service and Personal Service Shops, and home occupations	1 Parking Space per 30 sq. m. (323 sq. ft.) of Floor Area
Shopping Centre (Indoor Mall)	1 Parking Space per 30 sq. m. (323 sq. ft.) of retail space, excluding temporary retail uses in public areas
Restaurant or Lounge	1 Parking Space per four seats of seating capacity
Other Commercial / Retail Stores	1 Parking Space per 25 sq. m. (269.1 sq. ft.) of Floor Area
Business Park	As determined by the Development Officer, taking into consideration the size of the office facility or plant, and the number of employees for which it is designed; the projected flow of visitors and customers; and the amount of truck parking projected
Automobile Sales and Service Establishment	1 Parking Space per 4.7 sq. m. (50 sq. ft.) of Floor Area
Automobile establishment: Automobile Service Station or Service Station, Automobile Washing Establishment, Auto Body Repair Shop or Auto Body Shop	3 spaces / bay
All other Uses not listed	1 space per 20 sq. m. (215 sq. ft.) of Floor Area, 1 space per 10 seats, or as otherwise determined by the Development Officer.

2. Additional Parking Spaces may be required if, in the opinion of the Development Officer, the spaces required under Section 6.1(1) will not meet anticipated parking requirements.
3. Where,
 - a. a proposed change of use within a building or structure existing as of the date of passage of this Bylaw; or
 - b. the proposed expansion or an increase in capacity or intensity of use of any building or structure existing as of the date of passage of this Bylaw will, in the opinion of the Development Officer, substantially increase the volume of traffic necessitating off-street parking, the number of additional parking or loading spaces required shall be the difference between the parking and/or loading spaces required by the new or expanded use and the parking and/or loading spaces required by the former use.
4. Notwithstanding the above requirements, in the C-1 Zone fronting Main Street beginning in the vicinity of Main Street's its intersection with Meadowbank and Cornwall Roads and extending to Hyde Creek as depicted in Schedule "E":
 - a. no parking spaces shall be required; and
 - b. no parking shall be permitted between any structure located within the zone and Main Street.
5. Notwithstanding the provisions of Part 6 above or other provisions of this Bylaw, Council may through a development agreement waive or reduce the parking requirements in return for cash in lieu of parking spaces or other considerations, as approved by Council, which will further the objectives and policies of the Official Plan in relation to development in the Town. In rendering its decision, Council shall consider factors such as but not limited to the following:
 - a. availability of parking in the proximity of the proposed development;
 - b. the extent to which the proposed development contributes toward the objectives and policies of the Official Plan;
 - c. the availability of public transportation services within 400 m. (0.25 miles) of the site; and
 - d. estimated traffic generation and parking requirements of the proposed development.
6. The minimum number of off-street parking spaces required for each building shall be calculated to the nearest whole number.

- 7.2. in subsection 6.2(1), by the deletion of the words ‘parking facilities are required or permitted’ and the addition of the words ‘four (4) or more parking spaces are required for the use on a lot’ following the word ‘Where’;
 - 7.3. in subsection 6.2(1), by the deletion of the words ‘Row Dwelling or’ in clause (i);
 - 7.4. in subsection 6.2(1), by the addition of the period and the addition of the words ‘; and’ at the end of clause (l); and
 - 7.5. in subsection 6.2(1), by the deletion of the words ‘; and’ and the addition of a period at the end of clause (m) and the deletion of clause (n).
8. Subsection 7.4(1) of the Bylaw is amended by the rounding of all metric measurements in the table to 1 decimal point.
9. Subsection 8.4(1) of the Bylaw is amended by the rounding of all metric measurements in the table to 1 decimal point.
10. ‘9. Single-Detached Residential (R1)’ in the Bylaw is amended:
- 10.1. In subsection 9.5(1), by the rounding of all metric measurements in the table to 1 decimal point.
 - 10.2. In subsection 9.5(4), by the deletion of the word ‘30%’ and the substitution of the word ‘35%’.
11. ‘10. Two-Unit Residential (R2)’ in the Bylaw is amended:
- 11.1. In subsection 10.5(1)(b) by the deletion of the table and the substitution of the following:

	Requirement
Minimum Lot Area	250 sq. m (2,691 sq. ft.) per unit
Minimum Frontage	9 m. (29.5 ft.) for each unit
Minimum Front Yard	6.1 m. (20 ft.)
Minimum Rear Yard	4.6 m. (15 ft.)
Minimum Side Yard	2.3 m. (7.5 ft.)
Minimum Flankage Yard	6.1 m. (20 ft.)
Maximum Building Height	12.2 m. (40 ft.)

- 11.2. In clause 10.5(1)(c) of the Bylaw, by the rounding of all metric measurements in the table to 1 decimal point.
12. ‘11. Attached Residential (R3)’ of the Bylaw is amended:
- 12.1. in subsection 11.2(1), by the deletion of clause (b) and the substitution of the words ‘Ground-Oriented Housing, to a maximum of six (6) Dwelling Units per building, or in the case of Stacked Townhouse Dwellings, a maximum of six (6) stacks per building;’
 - 12.2. in subsection 11.2(1), by deleting clause (c) and re-numbering the subsequent clauses accordingly;

- 12.3. in clause 11.5(1)(a), by deleting the words 'Section 9.5' and substitution the words 'subsections 9.5 (1) to (3);
- 12.4. by deleting clause 11.5(1)(b) and re-numbering clause (c) as clause (b);
- 12.5. by the rounding of all metric measurements in the table in the re-numbered clause (b) to 1 decimal point.
- 12.6. by deleting clause 11.5(1)(d) and substituting the following:

c. for Ground-Oriented Housing, the lot requirements shall be as follows:

	Requirements
Minimum Lot Area	250 sq. m (2,691 sq. ft.) per unit
Minimum Frontage	9 m. (29.5 ft.) for each unit or stack in the case of stacked units
Minimum Front Yard	6.1 m. (20 ft.)
Minimum Rear Yard	4.6 m. (15 ft.)
Minimum Side Yard	2.3 m. (7.5 ft.)
Minimum Flankage Yard	6.1 m. (20 ft.)
Maximum Building Height	12.2 m. (40 ft.)

12.7. by deleting the words ', Row,' in subsection 11.5(2); and

12.8. by deleting subsection 11.5(5) and re-numbering subsection (6) to (5).

13. '12. Multiple unit Residential (R4)' of the Bylaw is amended:

13.1. by the deletion of subsection 12.2(1) and the substitution of the following:

- 1. No Building or part thereof and no land shall be Used for purposes other than:
 - a. Ground-Oriented Housing, to a maximum of six (6) Dwelling Units per building or in the case of Stacked Townhouse Dwellings, to a maximum of six (6) stacks per building;
 - b. Apartment Dwellings, to a maximum of twelve (12) Dwelling Units per building;
 - c. Parks and Playgrounds; and
 - d. Accessory Buildings.

13.2. by the deletion of subsection 12.3(1) and the substitution of the following:

- 1. Notwithstanding Section 12.2 above, the Council may issue a special Development Permit for the following Uses where it deems the Development is appropriate, the Development is fully serviced, all other relevant provisions of this Bylaw are met, and subject to such conditions as the Council may impose:

- a. Ground-Oriented Housing with more than six (6) Dwelling Units per building, or in the case of Stacked Townhouse Dwellings, more than six (6) stacks per building;
- b. Apartment Dwellings with more than twelve (12) Dwelling Units per building;
- c. Group Homes;
- d. Early Learning and Child Care Centres;
- e. Health Clinics; and
- f. Other types of Multiple Unit Dwellings that are not included under subsections 12.2(1) or 12.3(1).

13.3. by the deletion of subsection 12.5(1) and the substitution of the following:

- 1. The following requirements shall apply to Developments in an R4 Zone:
 - a. for Ground-Oriented Housing, the Lot requirements shall be the same as clause 11.5(1)(c); and
 - b. for Apartment Dwellings and other types of Multiple Unit Dwellings not covered by clause (a), Lot requirements shall be as follows:

	Requirement
Minimum Lot Area	139.4 sq. m. (1,500 sq. ft.) per unit
Minimum Frontage	25 m. (82 ft.)
Minimum Front Yard	6.1 m. (20 ft.)
Minimum Rear Yard	4.6 m. (15 ft.)
Minimum Side Yard	4 m. (13 ft.)
Minimum Flankage Yard	6.1 m. (20 ft.)
Maximum Building Height	18.3 m. (60 ft.)

13.4. by the deletion of the words ‘ Row,’ in subsection 12.5(4) following the words ‘Semi-Detached’.

14. ‘13. Planned Unit Residential Development (PURD)’ of the Bylaw is amended:

14.1. by the deletion of subsection 13.2(1) and the substitution of the following:

- 1. No Building or part thereof and no land shall be Used for purposes other than:
 - a. Single-detached Dwellings;
 - b. Ground-Oriented Housing, to a maximum of four (4) Dwelling Units;
 - c. Parks and Playgrounds;
 - d. Accessory Buildings;

- e. Group Homes; and
 - f. Ancillary Uses such as Community Facilities and laundromats.
- 14.2. **by the addition of a new clause (a) ‘Ground-Oriented Housing with more than four (4) Dwelling Units; and the re-numbering of the following clauses accordingly;**
- 14.3. **by the deletion of clause 13.5(1)(a) and the substitution of the following:**
- a. for Single-detached Dwellings, Ground-Oriented Housing, or Apartment Dwellings, the Lot requirements shall be the same as Sections 9.5, 11.5, and 12.5 respectively.
- 14.4. **by the deletion of section 13.6;**
- 14.5. **in subsection 13.7(1), by the deletion of the words ‘a new PURD Subdivisions or Developments’ and the substitution of the following ‘new PURD Subdivisions or Developments involving special permit uses identified in section 13.3’;**
- 14.6. **by the deletion of subsection 13.7(3) and the substitution of the following:**
- 3. Any application for approval of new PURD Subdivisions or Developments involving special permit uses identified in section 13.3 shall be reviewed at a Public meeting held pursuant to the provisions of Section Error! Reference source not found..
- 14.7. **in subsection 13.7(4), by the addition of the words ‘involving special permit uses identified in section 13.3’ after the words ‘All new PURD Subdivisions or Developments’;**
- 14.8. **in subsection 13.7(5), by the deletion of the words ‘PURD Developments’ and the substitution of the words ‘PURD Subdivisions or Developments involving special permit uses identified in section 13.3’; and**
- 14.9. **by the deletion of Section 13.8 ‘Existing PURD Developments’.**
15. **‘14. General Commercial Zone (C1)’ of the Bylaw is amended:**
- 15.1. **In subsection 14.2(1), by the addition of the following after clause (h.) Institutional Buildings, and the renumbering of the remaining clauses accordingly:**
- i. Ground-Oriented Housing, up to 12 Dwelling Units;
 - j. Apartment Dwellings, up to 12 Dwelling Units;
- 15.2. **In clause 14.3(1)(c), by the addition of the words ‘with more than 12 Dwelling Units’ after the words ‘Apartment Dwellings’;**
- 15.3. **By the deletion of subsection 14.4(1) and the substitution of the following:**
- 1. Except where otherwise specified, the following lot requirements shall apply to Development in a C1 Zone:

	Requirement
Minimum Lot Area	1,395 sq. m. (15,000 sq. ft.)
Minimum Frontage	30.5 m. (100 ft.)
Minimum Front Yard	6.1 m. (20 ft.)
Minimum Rear Yard	4.6 m. (15 ft.)
Minimum Side Yard	3.0 m. (10 ft.)
Minimum Flankage Yard	6.1 m. (20 ft.)
Maximum Building Height	18.3 m. (60 ft.)

15.4. By the deletion of subsection 14.4(2) and the substitution of the following:

2. Notwithstanding subsection (1) and subject to subsection (3),
 - a. for Ground-Oriented Housing, the Lot requirements shall be the same as clause 11.5(1)(c); and
 - b. for Apartment Dwellings, the Lot requirements shall be the same as clause 12.5(1)(b).

15.5. In subsection 14.4(3), by the deletion of the words ‘Notwithstanding the requirements of subsections (1) and (2),’ and the deletion of the words ‘C-1 Zone’ and the substitution of the words ‘C1 Zone’;

16. ‘15. Business Park Zone (M2)’ of the Bylaw is amended:

16.1. by the deletion of the table in subsection 15.4(1) and the substitution of the following:

	Requirement
Minimum Open Space	10% of the total area of the Lot
Minimum Lot Area	1,395 sq. m. (15,000 sq. ft.)
Minimum Driveway Width	6.1 m. (20 ft.)
Minimum Frontage	22.9 m. (75 ft.)
Minimum Front Yard	7.6 m. (25 ft.)
Minimum Side Yard	3.1 m. (10 ft.)
Minimum Rear Yard	7.6 m. (25 ft.)
Minimum Flankage Yard	7.6 m. (25 ft.)
Maximum Building Height	18.3 m. (60 ft.)

16.2. by the deletion of section 15.10.

17. Subsection 16.2(1) of the Bylaw is amended by the deletion of the words ‘shall be those approved by the Authority Having Jurisdiction and’ and by deletion of the words ‘in either a C1 Zone, M2 Zone, PSI Zone or R3 Zone’ in subsection 16.2(1) and the substitution of the words ‘in a C1 Zone, M2 Zone, PSI Zone, R3 Zone or R4 Zone’.

18. ‘26. Definitions’ of the Bylaw is amended:

18.1. by the addition of the following after the definition of 'Accessory Use':

ACCESSORY DWELLING UNIT means a self-contained Dwelling Unit which is secondary to a main Dwelling Unit, either attached to or detached from the main Dwelling Unit on the same Lot, and includes the following:

SECONDARY SUITE means a self-contained Dwelling Unit with a prescribed floor area located within a Single Detached Dwelling, a Semi-Detached Dwelling Unit or a Townhouse Dwelling Unit and where both Dwelling Units constitute a single real estate entity.

GARDEN SUITE means a self-contained Dwelling Unit located on the same Lot as a primary Dwelling Unit but detached from the main Dwelling Unit.

18.2. by the deletion of the words 'Also see Secondary Suite.' in the definition for 'Dwelling';

18.3. by the deletion of the definition of "Apartment Dwelling" under "Dwelling" and the substitution of the following: "APARTMENT DWELLING" - means a Dwelling in a Building containing three or more such Dwelling Units that share common hallways and a common outdoor entrance or a Dwelling Attached to a Building which is principally commercial but does not include Ground-Oriented Housing.";

18.4. by the capitalization of the word 'narrow' in the definition of Narrow Lot Single-Detached Dwelling';

18.5. by the addition of the following after the definition of 'Single-Detached Dwelling': "STACKED TOWNHOUSE DWELLING" - means a Dwelling in a Building containing three (3) or more Dwelling Units attached side by side, two Dwelling Units high, where each Dwelling Unit has an independent outdoor entrance at grade, but does not include Townhouse Dwellings or Apartment Dwellings.

18.6. by the deletion of the words 'or ROW HOUSE DWELLING' in the definition of 'Townhouse Dwelling' and the addition of the words 'a Dwelling in' before the words 'a Building';

18.7. by the addition of the following after the definition of 'Garden': 'GARDEN SUITE – see ACCESSORY DWELLING UNIT';

18.8. by the addition of the following after the definition of 'Grade': 'GROUND-ORIENTED HOUSING – means a Building with more than one (1) Dwelling Unit, with each Dwelling Unit having direct access to a street or public space without the use of shared corridors, lobbies or hallways.'; and

18.9. in the definition of 'Secondary Suite' following the definition of 'Screening', by the deletion of the words 'means a second dwelling unit, located within the structure of an owner occupied single-detached dwelling', and the substitution of the words 'see ACCESSORY DWELLING UNIT'.

Adoption and Approval by Council

First Reading:

Bylaw # 422F received first reading and formal approval at the Town Council meeting of ___, 2024.

Second Reading:

Bylaw # 422F received second reading and formal approval at the Town of Council meeting of ___, 2024.

Adoption and Approval by Council:

Bylaw # 422F was adopted at the Town of Council meeting of _____, 2024

Bylaw # 422F was declared to be passed on _____, 2024.

Mayor
(signature sealed)

Chief Administrative Officer
(signature sealed)

Ministerial Approval

The Town of Cornwall Bylaw # 422F is hereby approved.

Minister of Housing, Land and Communities

Date



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-32-2024
**Approval and Adoption of Official Plan Amendment OPA-2024-02
Amendment to the 2022 Official Plan**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: Council has undertaken a review of the Town of Cornwall *2022 Official Plan* (the “Official Plan”) and considered several amendments for the Official Plan;

Whereas: The proposed amendments to the Official Plan were presented to the public at an open meeting held on August 29, 2024.

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

Therefore, be it Resolved: that Official Plan Amendment OPA-2024-02, an amendment to the *2022 Official Plan*, is hereby approved and adopted.

Town of Cornwall

Official Plan Amendment OPA-2024-2

The Council of the Town of Cornwall, under the authority vested in it by Sections 11-15 and 18 of the *Planning Act* R.S.P.E.I. 1988 Cap. P-8, hereby enacts as follows:

The 2022 Official Plan is amended as follows:

1.0 In Section 4.2 Residential:

1.1 In the objectives on page 35, deleting the second bullet and replacing it with the following:

“To encourage innovative, higher density housing and development forms subject to development standards and design standards where appropriate.”

1.2 Deleting Policy PR-7: Planned Unit Residential Development on page 38 and replacing it with the following:

Policy PR-7: Planned Unit Residential Developments

To encourage innovative housing solutions, maximize the efficient use of residential land in the town, and facilitate the co-location of appropriate commercial uses, Council shall designate certain areas with flexible residential development standards.

Plan Actions:

- The Development Bylaw will designate certain areas as Planned Unit Residential Development (PURD).
- Flexible development standards will permit developers to propose innovative design solutions that still conform to the overall goals and objectives embodied within this Official Plan.
- The PURD zone will distinguish between permitted ‘as-of-right’ uses and special permit uses that will require a development concept and a public meeting process.
- Special permit use subdivisions and developments in PURD areas may only proceed through the approval of a full development concept, which shall be subject to a public review process.
- The Development Bylaw will establish the nature of the performance standards to be used by Council in assessing development proposals together with the requirement for a Development Agreement.
- Council may also require the establishment of a homeowners association or similar entity to own and maintain lands or facilities held in common.

1.3 Deleting Policy PR-8: Accessory Apartments on page 39 and replacing it with the following:

Policy PR-8: Accessory Dwelling Units:

It shall be the policy of Council to allow accessory dwelling units in the form of secondary suites and garden suite to provide additional opportunities to increase the supply of housing throughout the town.

Plan Actions:

- The Development Bylaw shall permit the addition of a garden suite, secondary suite, or both, in association with certain dwelling types and shall establish lot and development standards.
- The accessory dwelling unit shall be serviced by central water and sewer services or by an on-site sewer and/or water system servicing the main dwelling that is certified by a qualified engineer licenced to practice in the Province of Prince Edward Island.
- The Bylaw shall require that all water and sewer services for the accessory dwelling unit be provided through the main dwelling, but shall include exceptions for situations where separate services are more appropriate or where shared services are not feasible.

2.0 In Section 4.5 Transportation:

2.1 Adding the following plan action following the fourth bullet in Policy PT-5: Public Transportation on page 49:

- The Development Bylaw may include provisions for the waiving or reducing of parking requirements where public transportation is readily available.

Effective Date

The effective date of Official Plan Amendment OPA-2024-02 is the date as signed below by the Minister of Housing, Land and Communities.

Council Approval:

Official Plan Amendment OPA-2024-02 was approved by a majority of council members present at the Council meeting held on the 25th day of September, 2024.

Signatures

Mayor (signature sealed)

Chief Administrative Officer (signature sealed)

Ministerial Approval

This Official Plan Amendment is hereby approved.

Dated on this ____ day of _____, 2024

Minister of Housing, Land and Communities



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-33-2024
91 Kingston Road - Variance Application

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Permits #C-143-23 and #C-158-23 were issued on September 14, 2023, for two (2) Accessory Buildings, both permits were subsequently revoked by the Town’s Development Officer for non-compliance. Written Notice of revocation and an order to demolish or remove the structure, dated April 3, 2024 was provided (via email and registered mail) to the Applicant;

And Whereas: The Applicant submitted revised plans for a portion of the Accessory Building to remain and a Variance Application requesting an 8% rear lot line setback variance, in an attempt to bring the development into compliance;

And Whereas: In consideration of the 8% Variance Application and revised plans, the Accessory Building remains non-compliant pursuant to Accessory Buildings & Structures requirements under Section 4.1 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”);

And Whereas: Council has considered the tests for justifying variance approval under Section 21.1.4 of the Bylaw;

And Whereas: Council has considered the criteria for granting variances where the matter is the result of intentional or negligent conduct, or where the difficulty can be remedied in some other reasonable manner under Section 21.1.6 of the Bylaw;

Therefore, be it Resolved: That the Variance Application is denied and that the Accessory Building shall be demolished or removed from the property pursuant to the Notice of Revocation and order to demolish or remove dated April 3, 2024;



And, be it Further Resolved: That should the Accessory Building not be removed from the property by October 31, 2024, the Town of Cornwall Council shall, among any other actions available to the Town at law, authorize Town of Cornwall Administration to issue a *Notice* pursuant to Part VII of the *Property Maintenance Bylaw #221*, containing all necessary particulars pursuant to s.21 of the *Property Maintenance Bylaw #221*, to the Owner requiring the Building to be demolished or removed.

**TOWN OF CORNWALL
PUBLIC WORKS COMMITTEE MEETING
Wednesday, August 28th, 2024, at 5:15 PM**

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

Also: Doug Longmoore – Infrastructure Manager

CALL TO ORDER

The meeting was called to order at 6:03 p.m. by Chair Campbell.

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 Barnes and seconded by Councillor Frizzell that the agenda be approved with the addition of an item under Public Input on Hyde Pond issues.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Frizzell, seconded by Councillor Barnes that the Public Works Committee minutes of June 26th, 2024, be approved as circulated.

Motion Carried

CROSSWALKS & RFB REQUESTS

It was noted that crosswalks had been painted for the active transportation trail on Main Street. A request for a new painted crosswalk has been submitted to the Province for approval at MacKinley Crescent and York Point Road crossing from the entrances to Pizza Donar Hub to the bus shelter. Due to delays to get the crosswalks painted on the active transportation trails the Committee requests that if a decision is not received by September 15th that the CAO forward the request to the local MLA and appropriate Ministers and their Deputy.

PUBLIC SAFETY

The Committee reviewed the safety equipment provided to staff when dealing with sharps and needles. Each truck is equipped with proper sharps disposal container and puncture proof gloves for safe handling of sharps. Spare gloves are going to be purchased for additional staff. A list of locations where sharps have been handled by staff in 2024 was provided to the

Committee. They would also like to have a comprehensive list from the RCMP and citizens on patrol to get a full scope of the problem with unsafe disposal of needles.

If there is an area that is found to have high occurrences of improperly disposed needles, then the Town can look into installing community needle-drop boxes.

Sharp disposal containers have been ordered and will be installed in all public washrooms in Town buildings.

SECURITY CAMERAS

The Committee discussed the use of security cameras around the Town and to use them to monitor Town assets and public places to deter unlawful behaviour. It was recommended that cameras be installed at the media booth at the TFSC and remote cameras be setup on the lookouts at Hyde Pond due to past vandalism. Cameras are currently being installed at the Utility water stations for additional security.

SPEED DATA

The Committee reviewed a sample chart of speed data to see how to best present the information from the speed cameras on the Town Website. Staff will be working through September to create the charts and upload them to the website for public use.

PAVING

Paving lists go to the province twice a year; a list of streets that need to be resurfaced is submitted in December for planning and budgeting and second list for patching and potholes is submitted in the spring after weight restriction have been lifted.

The Committee received complaints that the shoulders on Meadowbank Road were dangerous for bikers due to cracking and gaps in the pavement. A request to the Province for additional patching to address these issues will be submitted to Department of Highways.

ADMINISTRATIVE

It was requested that in addition to minutes that action log be kept so that the Committee can keep a record of previously discussed items and review their status so items are properly followed up on.

IN CAMERA

Nil

MEETING TIME

The next meeting time is Wednesday, September 25th, 2024, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 7:22 p.m.

STEVEN CAMPBELL
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, August 26th, 2024, at 4:30 PM**

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

Also: Doug Longmoore – Infrastructure Manager
Kevin Coady – Chief Administrative Officer
Wendy MacKinnon – Corporate Services Manager
Stephanie Cairns – Utility 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 that 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 Chair Barnes the Minutes of June 24th, 2024, be approved with revisions.

Motion Carried

IN CAMERA

It was moved by Chair Barnes and seconded by Councillor Stevenson to go In Camera at 4:32pm (MGAs.119(1)(b), Item 7(d)).

The meeting resumed open session at 5:34 pm.

Wendy MacKinnon left the meeting at this time.

WATER TOWER UPDATE

Staff noted the groundwork and tree clearing for the new water tower is now complete and steps have begun with pipe work leading from the existing water station towards the new tower. The foundation work should begin in 10 days.

Councillor Barnes would like to see the progression of the work posted on our website.

POWER OUTAGE

Staff noted that Maritime Electric has a planned interruption of power for Cornwall and surrounding areas on Wednesday, August 28th between the hours of 11:30 pm until 3:30 am. Staff ensured our generators will be in place and staff will be on standby.

UPDATES

Staff updated the Committee on maintenance to the wellfields to remove air from the lines which includes lowering our pumps in the ground which has already made an improvement.

Staff added WSP is working on a tender to extend water and sewer services on Cornwall Road. The tender should be ready by this Fall.

UTILITY BYLAW REVIEW

Chair Barnes commented on Policies that were referenced in the draft Bylaw and added they should be attached to the Bylaw. Staff will follow up with this.

PUBLIC INPUT

Nil.

MEETING TIME

The next meeting is scheduled for Monday, October 7th, 2024, at 4:30PM at the Town Hall.

MEETING ADJOURNED

Meeting adjourned at 6:01 p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER



TOWN OF CORNWALL

RESOLUTION

DATE: September 25, 2024

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 05-2024 ~ CWWA Nomination

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Elaine Barnes**

RESOLVED:

Whereas: The Canadian Water and Wastewater Association (CWWA) has a vacancy on its Board of Directors to represent Prince Edward Island. The CWWA Board of Directors has a Director from each Province and Territory plus a representative from each Member Association. Directors of the Board shall be an employee of a Member Utility in the Province they represent and serve a 3-year term;

And Whereas: Doug Longmoore, Infrastructure Manager for Town of Cornwall, has expressed interest in being nominated to represent Prince Edward Island as a Board Director with the CWWA;

Therefore, be it Resolved: To nominate Doug Longmoore, Infrastructure Manager for Town of Cornwall, an employee of a Member Utility in the jurisdiction (PEI), to become the Director for CWWA for a 3-year term.