

**Town of Cornwall  
Cornwall, Prince Edward Island  
Committee of Council  
September 18, 2024, 4:30 PM**

**Chair**            **Deputy Mayor Jill MacIsaac**

**Present:**        **Councillor Elaine Barnes  
Mayor Minerva McCourt  
Councillor Steven Campbell  
Councillor Corey Frizzell  
Councillor Cory Stevenson**

**Regrets:**        **Councillor Judy Herlihy**

**Also:**            **Wendy MacKinnon – Manager of Corporate Services  
Lori Bingley – Corporate Services Coordinator  
Spencer Hay – Manager of Planning and Development  
Doug Longmoore – Manager of Infrastructure**

**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:

- Add (11)(c)(viii) 62 Skyewater Drive, Sunrise Cove.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**ADOPTION OF PREVIOUS MINUTES**

August 21, 2024 - It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the minutes of August 21, 2024, be approved as circulated. Councillor Stevenson requested an update on the brain injury awareness event. Manager Kim Meunier will follow up with additional information.

**Motion Carried**

## **GUESTS/PRESENTATIONS**

Michelle Burge – MRSB: Michelle Burge from MRSB thanked the Town for the opportunity to be the Town's accountants and presented the Audited Financial Statements for the 2023-2024 fiscal year.

## **FINANCE/ADMINISTRATION**

- a) 2023-2024 Audited Financial Statements – it was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution 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.
- b) Canada Community Building Fund – The Manager of Corporate Services reviewed the five-year plan with council. It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a resolution to approve the Capital Investment Plan as discussed.
- c) Tranquility Trail Extension – RFP Award – Council discussed the construction of the Tranquility Trail Extension, an interconnection to the MacPhail's Woods Trail. It was moved by Councillor Frizzell and seconded by Councillor Stevenson that a resolution be brought forward that the Town of Cornwall, pursuant to the recommendation of the Town's Engineers, hereby award the contract for the Tranquility Trail Extension to the low bidder Twins Landscaping in the amount of \$98,552.69 including HST.

## **ENVIRONMENT and SUSTAINABILITY**

- a) Reports/Minutes – The Environment and Sustainability Committee held their monthly meeting on September 9, 2024. The meeting report was included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

## **MUNICIPAL and EMERGENCY SERVICES**

- a) Reports/Minutes – The Municipal and Emergency Services Committee held their monthly meeting on September 4, 2024. The meeting report was included in the package.
  - (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Charlottetown Police Chief Brad MacConnell has been invited to attend the next Municipal and Emergency Services Committee meeting to discuss the E-

Watch Camera system in the city;

c) Requests for Decision

- (i) **Forrest Green – Municipal Criminal Records Check Opportunity:** It was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution to enter into this agreement and that a disclaimer be added to the website to inform residents of the Town of Cornwall, that they are eligible for Criminal Record Checks with the local RCMP detachment when presenting valid proof of residency. Residents may contact the Cornwall RCMP detachment for further information.
- (ii) **Emergency Measures Plan – Cornerstone Church Reception Centre:** Council discussed the need for a reception and comfort center under the Emergency Measures Plan, and Cornerstone Baptist Church expressed interest in offering its facilities and services. It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution 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.

**Motion Carried**

**PARKS and RECREATION**

a) Reports/Minutes

- (i) Minutes – Parks and Recreation Committee meeting minutes (Draft) from August 14, 2024, were included in the package.
- (ii) Councillor Stevenson provided the following updates:
  - Cornfest flyer is out with several great events lined up.
  - Councillor Barnes requested the Town look into purchasing inflatables for events instead of renting them.
  - The new mascot logo will be posted on Facebook, and the Town is asking residents to vote on a name for the Mascot.
  - There was a discussion regarding the York Point ballfields, with concerns about lack of parking and concerns regarding safety for participants and spectators.
  - Councillor Stevenson, Chair of Parks and Recreation, was asked to look into cancellations on field rentals – do teams still pay or not?

b) Information Items – The Just Live Fun Run had many participants, and Council thanked all the volunteers and staff for their help in making this a successful event.

c) Requests for Decision - Recreation PEI has recognized that racism in sport is present in

PEI and has drafted an Anti-Racism Charter to address the issue. It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution for the Town of Cornwall to sign and adopt the Recreation PEI Anti-Racism Charter and draft an action plan to implement the charter.

## **PLANNING**

- a) Reports/Minutes
  - (i) Public meeting minutes (Draft) from August 20, 2024, were included in the package. It was noted that no additional comments were received since the meeting.
  - (ii) Planning Committee meeting minutes (Draft) from September 4, 2024, were included in the package.
  
- b) Information Items: Nil
  
- c) Request for Decision
  - (i) 56 Lakeview Drive Rezoning – Request – It was moved by Councillor MacIsaac and seconded by Councillor Barnes to bring forth a resolution for the Town of Cornwall approve the rezoning application for 56 Lakeview Drive (PID 719328)
  
  - (ii) 346 York Point Road Rezoning – Request. It was moved by Councillor Frizzell and seconded by Councillor Campbell that a resolution be brought forward for the Town of Cornwall to approve the rezoning application as submitted.
  
  - (iii) York Point Meadows (PID #248997) Development Concept Amendment Proposal – An application was received to amend the Development Concept for York Point Meadows Subdivision, being a portion of PID #248997. It was moved by Council Frizzell and seconded by Councillor Barnes to bring forth a resolution to grant preliminary 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.
  
  - (iv) Scottsview Meadows Phase 2 (PID#246736) Development Concept Plan – it was moved by Councillor Campbell and seconded by Councillor Frizzell that a resolution be brought forward granting 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.
  
  - (v) Bylaw #422 Amendments – It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forward a resolution that Bylaw #422F, a bylaw to amend the Town of Cornwall’s Zoning and Subdivision Control (Development) Bylaw #422,

be read and approved a first time.

- (vi) 2022 Official Plan Amendments – it was moved by Councillor Barnes and seconded by Councillor Frizzell to bring forth a resolution that the Official Plan Amendment OPA-2024-02, an amendment to the 2022 Official Plan, is hereby approved and adopted.
- (vii) 91 Kingston Road – Variance Application – it was moved by Councillor Frizzell and seconded by Councillor Campbell 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.
- (viii) 62 Skyewater Drive – Stairwell – it was decided by Council not to bring forward a motion regarding the stairwell.

## **PUBLIC WORKS**

- a) Reports/Minutes
  - (i) Minutes – The Public Works Committee minutes (Draft) from August 28, 2024, were included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

## **WATER/SEWER UTILITY**

- a) Reports/Minutes –
  - (i) Minutes – The Water and Sewer Utility Committee minutes (Draft) from August 26, 2024 were included in the package.
- b) Information Item – Nil
- c) Requests for Decisions –
  - (i) CWWA Board Member – it was moved by Councillor Stevenson and seconded by Councillor Barnes to bring forward a resolution to nominate Doug Longmoore, Infrastructure Manager for the Town of Cornwall, an employee of a Member Utility in the jurisdiction (PEI), to become the Director for CWWA for a 3-year term.

## **CORRESPONDENCE**

- a) Sponsorship Request – Blooming House – it was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall sponsor the Ride for Refuge fundraiser as a Community Sponsor for \$500.
- b) Advertising Request – Courageous K-9 – it was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution that the Town of Cornwall support Courageous Companions with the purchase of a business card size advertisement for \$319.00 plus HST in the Courageous K-9 magazine.

The meeting was at the 2.5-hour maximum allotted time, so it was moved by Councillor Stevenson and seconded by Councillor Campbell to extend the meeting.

### **Motion Carried**

## **IN CAMERA**

MGA s.119(1)(b)(d)(e)- It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the meeting would move “in camera” at 7:00 p.m.

### **Motion Carried**

## **ADJOURNMENT**

The meeting resumed in open session at 7:35p.m and was adjourned at 7:35p.m.

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Deputy Mayor Jill MacIsaac, Chair