

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, April 23, 2025
4:30 PM**

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

Also: Kevin Coady – CAO
Tracey Laybolt – Community/HR/IT Coordinator
Spencer Hay – Manager of Planning and Development

Regrets: Deputy Mayor Jill MacIsaac

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

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Frizzell will recuse himself for section 9-b-2 due to a client relationship and the added Correspondence item due to a family connection.

APPROVAL OF THE MINUTES

- a) **March 26, 2025, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Campbell that the minutes of March 26, 2025, Regular Council Meeting be approved as circulated with the following amendments:
- Councillor Stevenson noted that he moved all the Budget Resolutions.
 - Councillor Stevenson would like the condolences for Pat Murphy amended to clarify that when Councillor Stevenson was president of the Young Liberals that Pat Murphy was a great supporter of Island youth.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

- i) **Public Meeting Minutes** – March 25, 2025 – included in the package.
- ii) **Minutes** – April 2, 2025 (draft) – included in the package.

b) **Resolutions:**

PL-02-2025 Emerald Heights Subdivision (PID 684639) Revised Development Plan

Moved by Councillor Corey Frizzell
Seconded by Councillor Cory Stevenson

Whereas: The Town received a request to amend the Development Concept for Emerald Heights Subdivision (PID 684639) from a twelve (12) lot subdivision intended for 3-unit Townhouses (36 units total) to a seven (7) lot subdivision intended for Semi-Detached Dwellings (14 units total).

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 Preliminary Approval of the Amended Development Concept for Emerald Heights Subdivision (PID 684639), subject to the submission and review of additional documents including but not limited to legal survey plans and engineered drawings to finalize development conditions and grant final Approval and also subject to the Developer entering into a Subdivision and Development Agreement with the Town.

Motion Carried 5-0

PL-03-2025 Scottsview Meadows Subdivision – Lot 21-37 – Change of Use

Moved by Councillor Steven Campbell
Seconded by Councillor Judy Herlihy

Whereas: The Town received a request to amend the Development Concept for Lot 21-37 Samantha Lane (portion of PID 1148626) to allow the development of a six (6) unit townhouse.

And Whereas: Lot 21-37 was previously approved for either a Single-Family Dwelling or Semi-Detached Dwelling as part of Phase 1 of Scottsview Meadows Subdivision.

And Whereas: Lot 21-37 is zoned PURD and Ground-Oriented Housing in the PURD zone having more than four (4) units is a Special Permit Use requiring Council approval.

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 of the Amended Development Concept for Lot 21-37 Samantha Lane (portion of PID 1148626), subject to a revised plan being submitted including provisions for nine (9) parking spaces (1.5 per unit) and a physical buffer along the eastern property boundary shared with PID 561803 and also subject to the Developer entering into a Development Agreement with the Town.

Motion Carried 5-0

PL-04-2025 Scottsview Meadows Phase 2 – Parkland Dedication

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Cory Stevenson**

Whereas: Parkland Dedication and associated agreements are a requirement of Subdivision Development;

And Whereas: The Developer shall be required to dedicate and convey to the Municipality 10% of the lands being subdivided from the parent Parcel which may be satisfied by Parkland, cash-in-lieu or a combination of both;

And Whereas: The Developer has requested to provide Parcel OS1 and Parcel E7 as shown on preliminary survey Drawing No. 24038-L1 prepared by Sandstone Surveying and Engineering on March 18, 2025 for the purpose of satisfying parkland dedication requirements for the remainder of the Development.

And Whereas: The Developer has agreed to construct a trail in accordance with Towns granular trail Standard along the northern boundary of Parcel OS1 and Parcel E7.

Therefore, be it Resolved: That Council approve Parcel OS1 and Parcel E7 complete with a fully constructed trail as Parkland Dedication for Scottsview Meadows Subdivision Phase 2, subject to the Developer entering into a Parkland Dedication Agreement with the Town;

And Be it further Resolved: That final valuation for Parcels OS1 and E7 and trail, for parkland dedication purposes, will be a component of the parkland dedication agreement.

Motion Carried 5-0

PL-05-2025 Scottsview Meadows – Narrow Lot Subdivision

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received an application to subdivide Lots 21-20 to 21-23 & 21-26 to 21-27 on Samantha Lane (a portion of PID 1148626) in Phase 1 of the Scottsview Meadows Subdivision to create 12 Narrow Lots rather than 6 Semi-Detached Lots;

And Whereas: The amendment of the Development Concept for Phase 1 from 100% Semi-Detached Dwelling lots to a combination of Semi-Detached Dwellings and Narrow Lot Single-Detached Dwellings was approved by Council on March 27, 2024 (PL-06-2024);

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 Approval for the subdivision of Lots 21-20 to 21-23 and 21-26 to 21-27 on Samantha Lane (a portion of PID 1148626) in Phase 1 of the Scottsview Meadows Subdivision to create 12 Narrow Lots rather than 6 Semi-Detached Lots, as depicted in the Preliminary Plan of Survey drawing 25016-1, prepared by Sandstone Surveying & Engineering and dated February 10, 2025.

Motion Carried 5-0

PL-06-2025 67-73 Mercedes Drive (PID 1112275) – Additional Dwelling Units

Moved by Councillor Steven Campbell
Seconded by Councillor Corey Frizzell

Whereas: The Town received Development Permit Applications for the addition of one (1) dwelling unit to each of the two (2) 24-unit Apartment Buildings located at 67 & 73 Mercedes Drive by converting one common space in each building;

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 Approval for the creation of one (1) additional dwelling unit to each of the two (2) 24-unit Apartment Buildings located at 67 & 73 Mercedes Drive (PID 1112275) through the conversion of one common space in each building.

Motion Carried 5-0

PL-07-2025 Public Meeting Re:2 Rezoning Applications – PID 406926 and 298 Main Street

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street);

And Whereas: A Rezoning application requires the concurrent amendment of the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422) and General Land Use Plan (2022 Official Plan);

And Whereas: Section 22.2 of Bylaw #422 requires a Public Meeting be held to solicit input from the public on the proposed amendment requests;

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 approve the scheduling of a Public Meeting to solicit input from the public on the Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street) at a date to be determined in May 2025.

Motion Carried 5-0

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**

- i) **Minutes** – March 19, 2025 - included in the package.

b) **Resolutions:**

COC-16-2025 MADD Canada Message Yearbook Advertising

Moved by Councillor Judy Herlihy
Seconded by Councillor Corey Frizzell

Whereas: On average, four Canadians are killed and 175 are injured every day as a result of impaired driving;

And Whereas: MADD Canada is a registered non-profit agency whose mission is “to stop impaired driving and support victims of that violent crime”;

And Whereas: MADD Canada annually publishes a “Message Yearbook” which is supported by the sale of advertising in the yearbook and the Town of Cornwall wishes to support MADD Canada in pursuit of the fulfillment of its mission;

Therefore, be it Resolved: That the Town of Cornwall purchase a colour business card advertisement in MADD Canada’s annual “Message Yearbook” for the cost of \$319 plus the applicable HST.

Motion Carried 5-0

Councillor Frizzell left the meeting at 4:54pm

COC-17-2025 Society of Saint Vincent de Paul Donation

Moved by Councillor Steven Campbell

Seconded by Councillor Judy Herlihy

Motion Carried 6-0

Whereas: The Society of Saint Vincent de Paul (SSVP) is a very active organization of volunteers helping those in need, in a variety of areas, in the Cornwall area;

And Whereas: THE SSVP operates a local food bank and provides assistance for among other things: rent, utilities, and fuel oil to those in need;

And Whereas: The Town of Cornwall desires to assist the SSVP in the provision of these and other very important services;

Therefore, be it Resolved: That the Town of Cornwall donate five hundred dollars to the Society of Saint Vincent de Paul Cornwall Conference.

Motion Carried 4-0

Councillor Frizzell returned to the meeting at 4:55pm

COC-18-2025 Fibromyalgia Association of Canada – Light Up Town Hall

Moved by Councillor Steven Campbell

Seconded by Councillor Elaine Barnes

Whereas: May 12, 2025 is the 33nd anniversary of Fibromyalgia Awareness Day as recognized by the World Health Organization, and a campaign of illuminating public buildings and landmarks to raise awareness in Canada has been ongoing since May 12, 2022, and the Town of Cornwall has partaken in that campaign;

And Whereas: The Fibromyalgia Association of Canada has requested that the Town of

Cornwall again illuminate the Cornwall Town Hall, in purple, in recognition of Fibromyalgia Awareness Day on May 12, 2025;

Therefore, be it Resolved: That the Town of Cornwall illuminates the Cornwall Town Hall in purple in recognition of Fibromyalgia Awareness Day on May 12, 2025.

Motion Carried 5-0

COC-19-2025 Huntington Society of Canada – Light Up Town Hall

Moved by Councillor Judy Herlihy
Seconded by Councillor Elaine Barnes

Whereas: Huntington Disease (HD) is a genetic brain disorder with physical, mental, and emotional symptoms and there is no known cure;

And Whereas: Every year in May, Huntington Disease Awareness Month, buildings, and structures across Canada and around the world light up in blue during the #LightItUp4HD campaign and the Town of Cornwall would like to participate in this campaign;

Therefore, be it Resolved: That the Town of Cornwall illuminates the Cornwall Town Hall the week of May 26-31 in blue in recognition of Huntington Disease Awareness Month.

Motion Carried 5-0

Councillor Stevenson and Councillor Barnes requested that posts be made in conjunction with Town Hall lighting to promote the causes.

COC-20-2025 Date Change – May Regular Meeting of Council

Moved by Councillor Judy Herlihy
Seconded by Councillor Elaine Barnes

Whereas: Several members of Town Council will be unavailable for the regular monthly council meeting that is scheduled to be held on May 28, 2025 and there will not be a quorum in attendance to allow the meeting to proceed;

Therefore, be it Resolved: That the Town of Cornwall May monthly council meeting be held on Tuesday May 27 at 4:30pm in the council chambers.

Motion Carried 5-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

i) **Minutes** – April 14, 2025 – Minutes were not available for the package.

Councillor Herlihy provided the following updates:

- Water School will take place next week in partnership with CAWG for the Eliot River grade 5 students.
- Congratulations to CAWG on the new logo designed by Hannah MacLean in the shape of a waterway.
- The Dandelion Festival will take place on May 24th at Cornwall Town Hall.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

i) **Minutes** – April 2, 2025 (draft) – included in the package. Councillor Frizzell provided the following updates:

- Danielle Hennessey from Youth Justice Services presented to the Committee regarding a potential collaboration with the Town on youth programs and services.
- There will be more information on the E-Watch cameras at the next meeting. CAO Coady advised that the E-Watch technician was out assessing potential camera locations.
- Transit numbers have increased again. March 2025 was up 12.3% over March 2024.
- CAO Coady is attempting to coordinate site visits for the E-Watch office and the new RCMP facility.
- Councillor Campbell thanked the RCMP for the great work issuing 100 tickets in a month.

b) Resolutions:

MES-01-2025 Provincial Youth Justice Program

Moved by Councillor **Corey Frizzell**

Seconded by Councillor **Judy Herlihy**

Whereas: Provincial Youth Justice Services has requested that the Town of Cornwall partner with them by providing Community Service Work opportunities to participants in their youth justice programs;

And Whereas: The Town of Cornwall has intermittently provided such opportunities for individuals in these types of programs and believes that providing work opportunities, guidance,

and encouragement to at risk youth is of potential long-term benefit to the individual, our town and our society as a whole;

Therefore, be it Resolved: That the Town of Cornwall Council directs town administration to participate in this Provincial Youth Justice Program to the extent possible.

Motion Carried 5-0

Councillor Frizzell thanked Council for supporting the resolution.

PARKS AND RECREATION

a) **Minutes/Reports:**

- i) **Minutes** – March 12, 2025 (draft) included in the package.
- ii) **Manager’s Report** – April 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The 30th birthday celebration of the Town of Cornwall was an illustration of community pride. There was a slideshow of past and present Council and staff. The video of the new mascot, Maizey, has gone viral on social media. Thank you to staff, volunteers and everyone that attended. Councillor Barnes noted that it was great to see so many Councillors in attendance and thanked them for their many contributions. Mayor McCourt also noted that we wouldn’t be here if not for the work of previous Councils.
 - Weather was not favorable for an outdoor Easter event but the pivot to an indoor event was very successful.
 - Community Yard Sale will take place May 24. Residents can register their address or sign up for a table at the Cornwall Civic Centre.
 - Councillor Frizzell thanked the Committee for the opportunity to attend their recent meeting for a discussion on sports tourism.

b) **Resolutions:**

PR-03-2025 TFSC Wall of Fame Policy

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Steven Campbell**

Whereas: The Town of Cornwall Established the Wall of Fame at the Terry Fox Complex;

And Whereas: The policy for eligibility and nomination process is to be reviewed every three years;

And Whereas: The Parks and Recreation Committee and the Committee of Council have reviewed the policy and application at meetings held on April 9 and 16 2025;

Therefore, be it Resolved: That the Town of Cornwall adopts the Cornwall Wall of Fame Policy and application.

Motion Carried 5-0

PUBLIC WORKS

a) **Minutes/Reports:**

i) **Minutes:** The Committee did not meet. Councillor Campbell noted that the department is in the process of switching from snow to summer projects.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

i) **Minutes:** The Committee did not meet. Councillor Barnes commented that she is proud of another great Water School. Thanks to Billy Ramsay, Hannah MacLean, CAWG and staff for all the hard work.

b) **Resolutions:** Nil

Councillor Frizzell left the meeting at 5:22pm.

CORRESPONDENCE

Coc-21-2025 Team PEI U18 Football Sponsorship

Moved by Councillor Steven Campbell

Seconded by Councillor Cory Stevenson

Be it Resolved: That the Town of Cornwall be a meal sponsor for Team PEI U18's at the 2025 Atlantic Bowl Tackle Football Championship, to be held in St. John's Newfoundland from July 7th – 13th 2025, for the amount of \$250.

Motion Carried 3-1

Councillor Frizzell returned to the meeting at 5:30pm

OTHER BUSINESS

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:12pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER