

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
June 18, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

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

Also: Kevin Coady - CAO
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Planning and Development Technician

CALL TO ORDER

Deputy Mayor Jill MacIsaac called the meeting to order at 4:30pm.

There were four members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Herlihy that the agenda be approved as circulated with the addition of Let's Ride for Refuge Request 14-b and Planning being moved to section 7.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Mayor McCourt will recuse herself for 7-c-1 due to potential family member benefit if development occurs.

ADOPTION OF PREVIOUS MINUTES

May 21, 2025 - It was moved by Councillor Barnes and seconded by Councillor Frizzell that the minutes of May 21, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

T3 Transit – Mike Cassidy discussed potential new routes to expand Transit service in the Town. T3 and Council would like to determine the best routes that provide the best service that suits the residents. Mike will provide a breakdown for the next meeting.

PLANNING

- a) Reports/Minutes –
 - June 4, 2025 (draft) – included in the package.
- b) Information Items – Nil
- c) Request for Decision –

Mayor McCourt left the meeting at 5:09pm

There was discussion on the recommendations of the planning report regarding rezoning Main Street PID 406926 from agricultural to commercial. The updated report recommended against rezoning. All information and responses to the public meeting were included in the report. Councillor Frizzell inquired as to any differences in the original Planning report and the updated version, staff noted the only difference was a more definite recommendation. The same is the case with the updated Planning report regarding the application to rezone 298 Main Street. Councillor Frizzell also asked about what it would take to rezone Main Street to commercial in keeping with the Main Street Spatial Plan. CAO Coady advised that if proper processes are followed and it adheres to IRAQ requirements, land can be rezoned.

Rezoning Application – Main Street PID# 406926 – It was moved by Councillor Frizzell and seconded by Councillor Barnes that a resolution be brought forth to Council that Bylaw #422I, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for PID# 406926.

Mayor McCourt returned to the meeting at 5:29pm.

There were no issues noted in the updated Planning report for the rezoning of 298 Main Street PID 245969 from residential to commercial. The property had previously been commercial.

Rezoning Application – 298 Main Street PID# 245969 It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for 298 Main Street being PID# 245969.

FINANCE/ADMINISTRATION

- a) Procurement Bylaw – draft included in the package. There was discussion on the draft bylaw and some further suggestions brought forward. Manager MacKinnon will make changes to bring back to the next meeting.
- b) Capital Projects Update – Manager MacKinnon provided the update. Councillor Barnes requested that updates on Capital Projects progress be included in the quarterly financials going forward.
- c) APM Centre (Expansion) – There was discussion on a Facebook post made from the Expansion Committee Facebook page and whether the Town should respond to comments regarding lack of support. The committee has since disbanded as they feel they have brought things as far as they could. Some key points brought up by Council were:
 - Not the best idea to respond to Facebook post as it may ignite unnecessary posts and comments.
 - Should the Town post a formal statement on the Town website or social media regarding the Town’s stance on the APM Centre and the expansion. Clarify that the Town is one vote despite being the largest community as we have one member on the Board. The Town contributes yearly to Communities 13.
- d) Scholarship Awards – Award presentations will take place at the June Council meeting. Councillors Barnes, Herlihy and Stevenson will read the scholarship criteria and bio on recipients. Mayor McCourt will present the scholarships.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – June 16, 2025 – the Committee met this week and. Councillor Herlihy provided the following updates:
 - The Committee did a debrief on the Dandelion Festival.
 - The Committee met the new Environmental/Water Audit summer student Taleah.
 - The Committee will be on hiatus for the summer.
 - Councillor Barnes inquired about seed packets that CAWG were handing out. In future, if the Town is purchasing items such as this, we should consider requesting Town branding for recognition.
- 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:

- Council took a tour of the new RCMP facility.
- A tour of the Charlottetown Police E-Watch back office will be coordinated. Staff will create a Doodle poll to determine a date that works best for Council.
- Councillor Frizzell attended the Crime Stoppers AGM.
- Councillor Barnes noted that sexual assault offenses and impaired driving offenses have increased.

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

b) Information Items – Nil

c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – May 14, 2025 – included in the package.
- (ii) Manager’s Report – June 2025. Councillor Stevenson provided the following updates:
 - The staff led fundraising golf tournament was very successful with 22 teams and 25-hole sponsors. Everyone had a great time and staff followed up the tournament with a BBQ for participants. Thanks to staff for their initiative and hard work putting this together.
 - Programs are going well, and the Summer Guide is out.
 - All fields are busy. The recent RC United Tournament was great with a lot of positive feedback from participants and spectators. There is a tournament with 36 teams coming up on the weekend of July 4.
 - The Canada Day flyer will be released soon. Events include: pancake breakfast, healing ceremony, official opening with cake and entertainment, family swim and BBQ, singalong with Campfire Dave followed by the fireworks.
 - There will not be a July meeting and possibly one for August depending on agenda items.
 - Councillor Frizzell noted that it was great work getting the U15 Soccer Nationals and over 35 Baseball Nationals hosted in the Town. He inquired if the Town was the primary location for the tournaments and if there are contracts that get signed. We are the primary location and will get more information on the Town staff’s role in hosting tournaments as stated in contract. He would like to ensure that there is always enough staff on site.
 - Mayor McCourt noted that she heard great comments on the past weekend’s tournament. Councillor Frizzell added that the staff were very busy and never stopped.
 - Councillor Barnes and Councillor Stevenson mentioned that the Just Serve app might be beneficial in creating a bigger volunteer connection.

b) Information Items – Nil

c) Requests for Decision

Sponsorship Policy– After discussion, it was decided that the scholarship policy would go to the next P&R Committee meeting for further review. Councillor Stevenson asked other Council members to send along any suggestions.

Resident Request - Easement – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall allow Nathan Comeau to plant shrubs and flowers on the portion of PID 845222 adjacent to his property for such time as the Town allows, subject to signing an agreement with the Town for that use.

Resident Tree Planting Request – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that planting the trees at Town Hall and Cornwall Civic Centre is approved as per the recent resident application received.

PUBLIC WORKS

- a) Reports/Minutes – The Committee will meet on June 25. Councillor Campbell provided the discussion items for the meeting:
- Stop bar painting.
 - Trail sweeping.
 - Speed humps.
 - Mobile cutouts.
 - Crosswalks.
 - Robot lawnmower.
 - Councillor Barnes would like a follow up on speeding in school zones.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – June 2, 2025 (draft) included in the package.
- b) Information Item – Nil.
- c) Requests for Decisions – Nil.

CORRESPONDENCE

Blooming House – Ride for Refuge – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall hereby support the Blooming House “Ride for Refuge” fundraiser as a

Community Sponsor for \$500.

- Deputy Mayor MacIsaac wanted to recognize a community-based running group that started in November 2023 and meets Wednesdays at 6pm at the Village Green Brewery. It is a great social time, and they welcome any new members. She congratulated all the runners who participated in the Lighthouse Run, in particular her husband Chris Buote who took first place.

IN CAMERA

MGA s.119(1)(d) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 7:52pm.

The meeting resumed regular session at 8:26pm.

ADJOURNMENT

The meeting was adjourned at 8:27pm.

Mayor Minerva McCourt, Chair