

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, May 27, 2025
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 Laybolt – Community/HR/IT Coordinator
Spencer Hay – Manager of Planning and Development

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. Grade 5 students from Eliot River and family members were in attendance for the Water School Artwork Awards plus 2 members of the public.

Mayor McCourt welcomed all guests.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Deputy Mayor MacIsaac moved, seconded by Councillor Barnes that the agenda be approved as circulated with the addition of Planning 8-b-3 by Deputy Mayor MacIsaac.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

- a) **April 23, 2025, Regular Council Meeting:** Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson that the minutes of April 23, 2025, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

i) **Minutes** – May 7, 2025 (draft) – included in the package.

b) **Resolutions:**

PL-08-2025 Special Permit Use, Apartment Development, 99 Kingston Road (PID 459222)

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received a Development Permit Application on May 2, 2025, to construct three (3) 35 Unit Apartment Buildings, comprised of 9 studio, 12 one bedroom, 72 two bedroom and 12 three-bedroom apartments.

And Whereas: Apartment Dwellings with more than twelve (12) units per building 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*.

And Whereas: Individual Development permits will be required for each Apartment Dwelling.

Therefore, be it Resolved: That Council provide support in principle of the development concept for three (3) Apartment Dwellings totaling 105 units.

Therefore, be it further Resolved: That Council grant approval of a special permit use allowing development of the first building, being a 35-unit Apartment Dwelling at 99 Kingston Road (PID 459222) subject to final design plans inclusive of fence and landscape buffer along all property boundaries adjacent to the R1 zone, and also subject to entering into a Development Agreement with the Town.

Motion Carried 6-0

PL-09-2025 Emerald Heights Subdivision Parkland Dedication

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

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

And Whereas: The Developer is 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 O-1, Parcel O-2 and Parcel W-1 as shown on preliminary survey Drawing No. 22146-2 prepared by ISE Island Surveying and Engineering on January 23, 2025, for the purpose of satisfying parkland dedication requirements for the remainder of the Development.

Therefore, be it Resolved: That Council accept Parcel O-1, Parcel O-2 and Parcel W-1 as Parkland Dedication for Emerald Heights Subdivision, subject to the Developer entering into a Parkland Dedication Agreement with the Town;

Motion Carried 6-0

PL-10-2025 Subdivision Application – 2 Lots, Reduced Frontage PID 464875 – 1540 Warren Grove Road

Moved by Councillor Steven Campbell
Seconded by Councillor Jill MacIsaac

Whereas: The Town received an application to subdivide 1540 Warren Grove Road (PID 464875) into two (2) Lots with reduced frontage, as shown on Preliminary Drawing No. 23122 prepared by Island Surveying & Engineering dated May 26, 2025.

And Whereas: Council approval is required for reduced frontage lots pursuant to Section 23.4 of the Bylaw.

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 subdivide PID 464875 into two (2) Lots with reduced frontages of 22.01m (Lot 25-1) and 24.58m (Lot 25-2), subject to receiving the finalized subdivision plan which meets all requirements of the Town of Cornwall 2022 *Official Plan* and *Zoning and Subdivision Control (Development) Bylaw #422* for approval.

Motion Carried 6-0

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**

- i) **Minutes** – April 16, 2025 - included in the package.

b) **Resolutions:**

COC-22-2025 TFSC Active Transportation Trail Tender Award

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall issued a Request for Proposals for construction of a Terry Fox Sports Centre Active Transportation Trail to connect the facility with the recently completed Main Street Active Transportation Trail;

And Whereas: Proposals were received from 4 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 Terry Fox Connector Active Transportation Trail to the low bidder, Landmark Construction, for the amount of \$136,737.07 including HST.

Motion Carried 6-0

COC-23-2025 Outdoor Outreach – Community Chargers Breakfast

Moved by Councillor Cory Stevenson
Seconded by Councillor Elaine Barnes

Whereas: Open Door Outreach is an organization with the goal of empowering marginalized women on PEI and assisting them in reaching their full potential;

And Whereas: The Town of Cornwall has been a supporter of Open-Door Outreach in pursuit of these goals and desires to continue to do so;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred dollars to partner with the organization in their Community Chargers Breakfast fundraiser.

Motion Carried 6-0

COC-24-2025 Special Olympics PEI – Enriching Lives Gala

Moved by Councillor Elaine Barnes
Seconded by Councillor Cory Stevenson

Whereas: Special Olympics PEI enriches the lives of Islanders with disabilities through sport;

And Whereas: The Town of Cornwall is a supporter of Special Olympics PEI through, among other things, the annual purchase of tickets to the “Enriching Lives” Gala;

Therefore, Be it Resolved: That the Town of Cornwall purchase two tickets to the Special Olympics PEI 2025 “Enriching Lives” Gala at the cost of one hundred and fifty dollars each.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – May 12, 2025 (draft) – included the package. Councillor Herlihy thanked everyone that helped organize, volunteer and attend the inaugural Dandelion Festival. There were over 300 in attendance. Special thanks to the committee, Tony Reddin, Flora MacLean, CAWG, the Root Cellar, Honeybee, Good’s Independent, Cornwall Library, Billy Ramsay, Kim Meunier and staff for all their work making this a great event.

b) Resolutions:

ES-01-2025 Resident Request Tree Planting Policy

Moved by Councillor Judy Herlihy
Seconded by Councillor Cory Stevenson

Whereas: The Town of Cornwall has had requests from residents from time to time to plant a tree(s) on municipal property for various reasons;

And Whereas: The Town does not have a policy to guide administration or Council in regard to these requests and one is desired;

Therefore, Be it Resolved: That the Town of Cornwall adopt the Tree Planting Request Policy as considered at the Committee of Council meeting held on May 21, 2025, and is attached to this resolution to provide clarity for the Town as well as residents, clubs and other organizations.

Motion Carried 6-0

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Frizzell noted that the Committee will be organizing a tour of the new RCMP Detachment and the E-Watch headquarters. He also noted the great RCMP presence in the Town with the new detachment open.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Manager's Report** – May 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The Bike Rodeo was rained out and waiting for a new date.
 - The Everyone Plays Charity Golf Tournament will take place June 1st. This is a staff run initiative that will support youth and families in financial need.
 - The 3rd Annual Community Yard Sale was very successful with 70 families registered between the Civic Centre and individual residents. There was a lot of great feedback on the event.
 - Councillor Frizzell commented that there are a lot of young athletes in attendance among the Water School students.
 - Councillor Frizzell noted that Contessa Scott has many great accomplishments for the Hall of Fame, and it is very exciting that she will be a recipient.

b) Resolutions:

PR-0-2025 Rural Growth Initiative Funding Application

Moved by Councillor Cory Stevenson

Seconded by Councillor Steven Campbell

Whereas: the Town of Cornwall is committed to enhancing community well-being and promoting healthy, active lifestyles through investment in safe, accessible, and inclusive recreational infrastructure;

And Whereas: the Town has prepared a proposed project to enhance recreational infrastructure at the Terry Fox Sports Centre and other recreational sites, which includes:

- Installation of a modern and inclusive playground
- Installation of baseball scoreboards and protective safety netting

- Construction of a multi-purpose storage shed
- Installation of two high-efficiency heat pumps for year-round climate control
- Resurfacing of the existing tennis court with a durable acrylic surface

And Whereas: these upgrades are expected to:

- Encourage physical activity and healthy living across all age groups
- Provide accessible, inclusive spaces for recreation and social interaction
- Support organized sports and year-round community events
- Reduce operational costs through energy-efficient solutions

Therefore, be it Resolved That: Cornwall Town Council supports the submission of the RGI application and approves the proposed project list with a total cost of \$167,562.00, to be funded through a contribution of \$125,672.00 from the RGI Fund and a municipal contribution of \$41,890.00 allocated from the Town of Cornwall.

Motion Carried 6-0

PR-05-2025 Recreation Donation Policy Update

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Judy Herlihy**

Whereas: The Town of Cornwall has had a separate donation policy for the Parks and Recreation Department since 2005. This policy which was updated in 2007 is meant primarily for local individuals or sports organizations travelling or hosting events in the Town.

And Whereas: The policy is outdated, is not in complete alignment with other current existing town policies including the Sports Tourism Strategy, and the maximum dollar amounts in the policy reflect the last update in 2007 which are not reflective of the year 2025.

Therefore, be it Resolved That: The Town of Cornwall revises the Parks and Recreation Donation Policy amounts and terms as follows:

- a. For travel within PEI, no donation will be made.
- b. For travel to Maritime Provinces a donation of \$50.00 per person to a maximum of \$200.00 per organization per year.
- c. For travel to Newfoundland a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- d. For travel to Quebec or Ontario a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- e. For travel to provinces west of Ontario a donation will be made of \$150.00 per person to a maximum of \$400.00 per organization per year.

- f. For travel to the United States a donation of \$125.00 per person to a maximum of \$400.00 per organization per year.
- g. For international travel (excluding the United States) a donation will be made of \$150.00 per person to a maximum of \$400.00 per organization per year.
- h. For hosting an event in the Town of Cornwall a donation will be made to the maximum of \$400.00 per organization per year (Excluding those who qualify for the Sport Tourism Policy).
- i. Maximum – an individual is only eligible for 1 application per sport per calendar year.

Motion Carried 6-0

PR-06-2025 TOC Wall of Fame Inductee – Contessa Scott

Moved by Councillor Cory Stevenson

Seconded by Councillor Judy Herlihy

Whereas: The Town of Cornwall Wall of Fame was started as a way to recognise athletes in Cornwall and area who have made great achievements in sport and their community;

And Whereas: Contessa Scott fulfills the prerequisites for the Wall of Fame as evidenced by the nomination form forwarded in support of her induction to the Wall, including, among many other accomplishments, being a two-time Paralympics Gold Medal winner in Goalball;

Therefore, be it Resolved That: Town Council honour Contessa Scott by including her in the Cornwall Sports Wall of Fame.

Motion Carried 6-0

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes:** April 23, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Committee discussed sidewalk concerns, Capital Budget projects and reviewed previous action items.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

- i) **Minutes:** May 5, 2025 (draft) – included in the package. 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:

U-03-2025 Cornwall Road Phase 1 Water/Sewer, AT Trail Tender Award

Moved by Councillor **Elaine Barnes**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall Water and Sewer Utility needs to expand its service area to grow, and the extension of services on Cornwall Road will allow for future growth by increasing the amount of land available for future development. The Extension of the Active Transportation Trail will extend the trail network providing multiple safety, health and recreation benefits;

And Whereas: The project was put out to tender with a closing dated of Tuesday April 15, 2025, and six (6) bids were received;

And Whereas: WSP reviewed the proposals and recommend accepting the low bid received from Birt & MacKay Backhoe Services Ltd. for \$1,649,010.67 plus HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's Engineers, accept the quote provided by Birt and MacKay Services Backhoe Services Ltd. for the Cornwall Road Utilities Extension & Active Transportation Trail Phase 1 project, for the amount of \$1,649,010.67 including HST.

Motion Carried 6-0

Water School Presentations 2025

Mayor McCourt thanked the Water School participants and families for attending. Mayor McCourt thanked Infrastructure Supervisor Billy Ramsay and CAWG Coordinator Hannah MacLean for their continued hard work putting this great program together – Mayor and Council presented framed artwork for the winning submissions for the 2025/2026 Water School Calendar. When the meeting adjourned there was a reception with the students and their families.

CORRESPONDENCE

- Councillor Campbell congratulated Molly Clements on winning bronze at the National Youth Bowling Tournament in Edmonton.
- Councillor Campbell noted that the Town mascot, Maizie, will be in the Eliot River Mascot Race on June 20th.
- Councillor Barnes noted that there are FPEIM training sessions with national speakers available.
- Councillor Frizzell congratulated the U-11 soccer girls that made it through

tryouts for team 1 and 2 including some of the girls here with Water School and his daughter Carmella.

OTHER BUSINESS

Nil

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:17pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER