

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
November 20, 2024, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

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

Regrets: Councillor Judy Herlihy
Councillor Cory Stevenson

Also: Kevin Coady - CAO
Tracey MacLean – Community/IT/HR Coordinator
Spencer Hay – Manager of Planning and Development
Wendy MacKinnon – Manager of Corporate Services
Doug Longmoore – Manager of Infrastructure

CALL TO ORDER

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

RCMP Staff Sgt Nick Doyle. Inspector Brian Harder and one member of the public were present.

APPROVAL OF THE AGENDA

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

October 16, 2024 - It was moved by Councillor Campbell and seconded by Councillor Barnes that the minutes of October 16, 2024, be approved as circulated with the adjustment passed on by Councillor Campbell for Councillor Stevenson regarding the Noise Bylaw.

Motion Carried

GUESTS/PRESENTATIONS

RCMP – Staff Sergeant Nick Doyle and Inspector Brian Harder thanked Council for the opportunity to attend and gave regrets from Chief Superintendent Lewis. They discussed body cameras for all front-line members, less lethal hard sponge bullets, getting more members trained in drone operation, the E-Watch camera program, regular checks at school crosswalks. CAO Coady thanked the members for their quick response times on a few homeless issues. Councillor Frizzell noted that staff are recording where needles are found. He also commented on speeding concerns on Kingston Road. Councillor Barnes invited members to attend upcoming Christmas events.

FINANCE/ADMINISTRATION

- a) **Infrastructure Capital Investment Plan Update** – The five-year plan has been submitted and subject to change as other priorities get identified. The paving at the Terry Fox Complex is not eligible under this funding but will still be done under other resources.
- b) **Forrest Green** – There are a few issues identified with the contract sent to the Town including issues with the Town’s liability. CAO Coady has been reviewing the document with the Town’s legal counsel.
- c) **Electoral Wards** – CAO Coady will gather information and email Council to gauge interest and bring a memo to a future Committee of Council meeting.
- d) **CADC Board Member** – Josh Beaton has agreed to become the resident CADC Board Member and will be invited to attend the January Committee of Council meeting.
- e) **December Committee/Council Meetings** – Due to the holidays, a condensed schedule of committee meetings will be held in December. The updated schedule will be posted at Town Hall as well as the website, calendar and social media accounts.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – October 21, 2024 (draft) – included in the package. In Councillor Herlihy’s absence, Deputy Mayor MacIsaac provided the following updates:
 - The Committee is reviewing the Bylaw wording regarding naturalized zones. Some residents have been cutting in the naturalized areas.
 - The Committee will meet again on January 13th.
 - Councillor Barnes suggested having a spring planting seminar. Deputy Mayor MacIsaac noted that an event of that nature is planned for the Dandelion Festival.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – November 6, 2024 (draft) - included in the package. Councillor Frizzell provided the following updates:
- Mike Cassidy from T-3 Transit attended the meeting and was asked to develop a plan for potential route expansion and costs related to such.
 - The E-Watch program will be brought forward for budget discussions.
 - BEM training (Basic Emergency Measures) training will take place at Town Hall on November 28th.
 - Transit numbers for October are up over September numbers.
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Electric Bus Purchase – The order has been placed – the price has increased from original quote. The Town’s share of the additional \$887,000 is \$118,292.
- c) Requests for Decision
- (i) **Province Wide Transit Coordination** - It was moved by Councillor Herlihy and seconded by Councillor Frizzell to bring forth a Resolution to Council that the Town of Cornwall Council directs Town administration to engage with Province of Prince Edward Island staff to explore options regarding a potential province wide transit governance framework.

PARKS and RECREATION

- a) Reports/Minutes
- (i) Minutes – November 13, 2024 (draft) were included in the package.
- (ii) Manager’s Report – November 2024 – included in the package. In Councillor Stevenson’s absence, Councillor Campbell provided the following updates:
- The Veteran’s Dinner was a huge success. Thank you to staff, Sam’s Restaurant and the Kingston Legion for all their hard work.
 - The Holiday Event schedule has been released.
 - The mascot final names will be brought forward at the January Committee of Council meeting.
 - The Committee reviewed a letter regarding silent fireworks after a resident expressed concerns over wildlife in the area of the fireworks. There was some discussion on alternate locations and getting some more information from the owner of the fireworks company.
 - MacPhail Park playground is nearing completion.
 - Councillor Frizzell raised concerns about the playing of field hockey on the new turf and potential damage to turf.
- b) Information Items – Nil

c) Requests for Decision –

- (i) **Sweetheart Tournament Donation** - It was moved by Councillor Campbell and seconded by Councillor Barnes to bring forth a resolution that the Town of Cornwall donate \$500 to the 17th annual North River Minor Hockey Association Sweetheart Tournament.

PLANNING

a) Reports/Minutes – November 6, 2024 (draft) were included in the package.

b) Information Items –

- (i) Housing Accelerator Fund (HAF) Targets – Manager Hay provided a HAF program summary sheet. Manager Hay anticipates being very close to or above targets for the first year period.

c) Request for Decision –

- (i) Apartment Development York Point Road - It was moved by Councillor Campbell and seconded by Deputy Mayor MacIsaac to bring forth a resolution that Council grant approval of a Special Permit Use to allow two (2)-four (4) storey Apartment Dwellings, with up to 85 units, at Lot 23-1 York Point Road, being PID 613174, subject to the Town receiving plans that meet all requirements of *Zoning & Subdivision Control (Development) Bylaw #422* and the developer entering into a Development Agreement with the Town.

Manager Hay noted that the new two building concept is a better use for the property.

- (ii) Farm Lane – Subdivision - It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution that Council grant approval to subdivide two (2) Lots, each with reduced frontage of 21.2m, from PID 624999 Farm Lane, subject to receiving the finalized subdivision plan for approval.

Manager Hay noted that the application meets the necessary requirements for reduced frontage.

- (iii) Street naming – “Martha Lane” - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to bring forth a resolution that Council approve the name of the new street as “Martha Lane” in response to a request received to name a new street that extends on the southside of Kingston Road.

Deputy Mayor MacIsaac requested that all Council members attend the December Planning Committee.

PUBLIC WORKS

- a) Reports/Minutes – The Committee did not meet in October and will meet November 27.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – November 4, 2024 (draft) – included in the package. Councillor Barnes provided the following updates:
 - The Committee discussed project updates on the Water Tower and Cornwall Road.
 - There was discussion on the recent boil order and how efficiently staff managed the situation and ways to ensure the information on such events gets out efficiently.
- b) Information Item – Nil
- c) Requests for Decisions –
 - (i) **Utility Easement** – It was moved by Councillor Barnes and seconded by Deputy Mayor MacIsaac to bring forth a Resolution to Council that the Town enter into an agreement to acquire an easement (approximately 200meters x 9meters) across property located at PID 426031 for the purposes of installing a new watermain, at a cost of \$25,000 for the easement which includes compensation for crop loss necessary and incidental to the installation of the water main in the 2025 construction season.

CORRESPONDENCE

- a) **QEH “Friends for Life” Campaign** – It was moved by Councillor Campbell and seconded by Councillor Barnes to bring forth a Resolution to Council that the Town of Cornwall donate \$500 to the annual QEH Friends for Life campaign.
- b) Thank You – Veteran’s Dinner
- c) Certificate of Appreciation – Royal Canadian Legion
- d) Make a Wish Foundation – Sponsorship Request – Council decided against this request as there was a recent donation to the Make a Wish Foundation for the Bragger’s Cup.
- e) PEI Law Enforcement Awards Luncheon – The Town will purchase tickets for Council that would like to attend.

IN CAMERA

MGA s.119(1)(e) (HAF)- It was moved by Councillor Barnes and seconded by Councillor Campbell that the meeting would move “in camera” at 6:59pm.

Motion Carried

ADJOURNMENT

The meeting resumed in open session at 7:11pm and was adjourned at 7:12pm.

Deputy Mayor Jill MacIsaac, Chair