

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, August 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
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Manager of Planning and Development
Doug Longmoore – Manager of Infrastructure

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There was one member of the public in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson that the agenda be approved with the addition of two “In Camera” items under s.119(1)(b) by CAO Coady and Correspondence items by Councillors Stevenson, Campbell and Barnes.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil.

APPROVAL OF THE MINUTES

- a) **July 23, 2025, Regular Council Meeting:** Councillor Barnes moved, seconded by Deputy Mayor MacIsaac that the minutes of July 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** – August 6, 2025 (draft) – included in the package.

b) **Resolutions:**

Councillor Barnes wanted it noted that she believes that every application deserves to come to a vote, which is the reason she seconded the upcoming resolution.

Manager Griffin noted that the recommendation from the planning consultant and planning report is not to move forward with this application for the same reasons that the last application was denied. There are traffic concerns, The Official Plan does not recommend changing from agriculture to commercial. It does not adhere to sound planning practices and there is no walkway in that area. If zoned commercial, it opens the area up to any of the uses outlined in the bylaw.

Councillor Frizzell is in support of the application and the need for more commercial development. There are approximately 30,000 visitors to the Terry Fox Sports Complex area. He does not feel that this application is the same as the previous one that was denied as the current uses of the land are different. He noted that the previous denied application is being appealed. He is disappointed that Councillors did not give reasoning for voting against the previous application.

Councillor Barnes agrees that the Town needs more commercial development to allow more people to stay and work in the community. Changes in zoning should be made part of the Official Plan.

Councillor Stevenson is basing his decisions on the planning report recommendations.

PL-17-2025 Public Meeting – Rezoning 920 Main Street

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Elaine Barnes**

Whereas: The Town received Applications to rezone Lots 23-2 & 23-3 at 920 Main Street (PID 247858);

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 Application to rezone Lots 23-2 & 23-3 at 920 Main Street (PID 247858) at a date to be determined in September of 2025.

Motion Denied – Tied Vote 3-3, Mayor McCourt Broke the Tie, with a vote in the Negative

PL-18-2025 – Affordable Housing Application – Kingston Road

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Judy Herlihy**

Whereas: The Town received an affordable housing proposal, from Kingston Holdings Inc. for funding under the Town of Cornwall Affordable Housing Incentive Program (2019), related to the affordable housing development granted Special Permit Use Approval by Resolution PL-08-2025 on May 27, 2025.

And Whereas: The Committee of Council, has considered the Town of Cornwall Affordable Housing Incentive Program (2019) and the proposed development to be owned by Kingston Holdings Inc.;

And Whereas: This development is considered affordable under Canada Mortgage and Housing Corporation (CMHC) criteria, and is funded in whole or in part by the CMHC;

Therefore, Be it Resolved: That Council rebate 25% of the municipal portion of the property tax

for the first phase of the development (first 70 units) to Kingston Holdings Inc. for a 10-year period, such period to begin upon occupancy of the first building in the development, under the Affordable Housing Policy upon presentation of the annual property tax statement. In addition, regular Development Permit fees shall be waived for the first phase of the development, and a maximum of \$25,000 shall be allocated from the Housing Accelerator Fund as an Accessibility Bonus by the Town to extend water service, including the installation of a fire hydrant, within the frontage of Lot 25-2.

Motion Carried 6-0

Councillor Herlihy would like to see a summary of the HAF Funding used and committed to date. Staff will provide that information at the next Committee of Council meeting

PL-19-2025 – Official Plan and Bylaw Review

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Planning Act (Section 15.1) mandates that the council of a municipality shall review its Official Plan and Bylaws at intervals of not more than five years and shall confirm or amend them by resolution;

And Whereas: The current Official Plan 2022 and Zoning and Subdivision Control (Development) Bylaw #422 were adopted by Council in March 2022;

And Whereas: The population growth and evolution of development concepts to meet this growth and community demands requires a thorough review of how the Town will address these issues now and anticipate future needs;

Therefore, Be it Resolved: That Council approves initiating the process for a comprehensive review and update of the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw.

Motion Carried 6-0

COMMITTEE OF COUNCIL

- a) **Minutes/Reports:**
 - i) **Minutes** – June 18, 2025 - included in the package.
- b) **Resolutions:**

COC-27-2025 Make A Wish -Bragger’s Cup – Hole Sponsor

Moved by Councillor Cory Stevenson

Seconded by Councillor Judy Herlihy

Whereas: The Braggers Cup is a local golf tournament which raises funds for the Prince Edward Island Chapter of the Make-A-Wish Foundation;

And Whereas: The PEI Chapter of the Make-A-Wish Foundation fulfills wishes for numerous children throughout PEI in general and Cornwall in particular; and the Town of Cornwall has supported this fundraiser in the past and desires to continue doing so;

Therefore, be it Resolved: That the Town of Cornwall provide three hundred and fifty dollars (\$350) to the Braggers Cup Tournament to sponsor a hole in the event.

Motion Carried 6-0

COC-28-2025 Arthritis Awareness Month

Moved by Councillor Steven Campbell

Seconded by Councillor Cory Stevenson

Whereas: Nationwide community support has been critical throughout Arthritis Society Canada's 77 year history, enabling the organization to fulfill its mission to fight the fire of arthritis with research, advocacy, innovation, information and support;

And Whereas: Six million Canadians live everyday with the brutal realities of arthritis and there is no cure, and its debilitating pain restricts mobility and diminishes quality of life;

And Whereas: During Arthritis Awareness Month (September), the Arthritis Society of Canada seeks to raise awareness and encourage everyone, to stand with the Arthritis Society to fight for an arthritis free future;

Therefore, Be it Resolved: That the Town of Cornwall declare the month of September 2025 to be Arthritis Awareness Month in the Town of Cornwall.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Herlihy noted the meetings will resume in September. Hannah MacLean from CAWG will be in to speak on the naturalization areas at their next Committee meeting. Councillor Stevenson had a Water Audit done at his residence. He noted that it was a very informative process and gave kudos to Council for bringing forth this great initiative. He is looking forward to getting the results.

b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

a) **Minutes/Reports:**

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
- Transit numbers matched July 2024 numbers.
 - The new intra Transit routes that added four hours per day started August 25. Councillors Frizzell and Stevenson hopped on the bus for launch day.
 - Mayor McCourt and Councillors Frizzell, Stevenson and Barnes attended the Official Opening of the new RCMP detachment on Friday. It was a great event and a welcome addition to the Town.
 - There will be a tour of the E-watch back office at Charlottetown Police Headquarters on September 4 at 5:30pm all Councillors are invited to attend.

b) **Resolutions:** Nil

PARKS AND RECREATION

a) **Minutes/Reports:**

- i) **Manager's Report – August 2025** – included in the package. Councillor Stevenson provided the following updates:
- The Committee discussed park upgrade options at Lowther Park.
 - The Just Live Fun Run had over 1500 registrations. It is a very powerful, well-run event. Every year it gets bigger and requires more assistance from Town staff.
 - There was a great turn out at the second park party. Thanks to staff for their work making them happen. Councillor Stevenson and Mayor McCourt assisted with passing out medals.
 - Cornfest will take place September 24 to 28. Staff are busy getting things organized. Red Rock Wrestling will be the highlight event.
 - Councillor Frizzell would like to see a local inflatable vendor be used for Town events. Councillor Stevenson noted that staff have been in discussions with the vendor to see how they can work together. This vendor does get used for many Town events but some items that the Town likes to use for certain events are not available with this company. Councillor Barnes commented that there can be different perceptions of local. She believes in supporting local businesses but noted that local can also mean provincially.

b) **Resolutions:** Nil.

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Campbell provided the following updates:
 - The Committee will meet September 24.
 - The proposed crosswalk at Primrose (Osprey/Arbor) will be discussed at the September meeting. Manager Longmoore noted that the Province does not intend to put a crosswalk in that area at this time. Councillor Frizzell expressed his disappointment given that this area is one of the most highly populated in the Town. There was discussion on having someone from the Province come to a Public Works meeting.
 - Councillor Frizzell would like Council to consider adding an AT trail from Hillside Meadows to Primrose to the upcoming budget.
 - Councillor Stevenson has received a lot of positive feedback from residents about the mobile radar and cutouts. Thanks to staff for moving them around the community. He noted that residents have asked about getting sidewalks in the Hillside Meadows subdivision.

b) Resolutions: Nil

WATER/SEWER UTILITY

a) Minutes/Reports:

- i) **Minutes:** The Committee did not meet.

b) Resolutions:

CAO Coady advised that there were printed copies of the Bylaws at the back of the room.

U-04-2025 Capital Contribution Bylaw – 1st Reading

Moved by Councillor **Elaine Barnes**

Seconded by Councillor **Cory Stevenson**

Whereas: The Capital Contribution Bylaw clarifies when and under what conditions that the Town and/or Water and Sewer Utility may contribute to capital costs of the installation of water and sewer infrastructure projects;

And Whereas: The Capital Contribution Bylaw applies to the installation of oversized and premature infrastructure development that the Town deems to be in the best interest of the Town;

And Whereas: The Capital Contribution Bylaw (Development Charge) is a requirement for the Housing Accelerator Fund (HAF) to complete the commitments the Town has made under this funding program;

And Whereas: Council has considered the process for the use of the Capital Contribution Bylaw and deemed it to be in the best interest of the Town;

Therefore, be it Resolved: That the Capital Contribution Bylaw, Bylaw # 2025-01, is hereby read and approved for the first time.

Motion Carried 6-0

U-05-2025 Utility Bylaw - Amendments – 1st Reading

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall Water & Sewer Utility Bylaw #601 requires a consequential amendment to enable the use of the proposed Capital Contribution Bylaw;

And Whereas: Council desires to make housekeeping amendments to the mandated number of Board meetings annually and to reflect the new mandated fiscal year in the same Bylaw;

And Whereas: A Bylaw can only be amended by another Bylaw;

Therefore, be it Resolved: That the Town of Cornwall Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601 is hereby read and approved a first time.

Motion Carried 6-0

U-06-2025 Cornwall Road Phase 1 – Change Order

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall Water and Sewer Utility had identified an expansion to the water distribution system that requires completion to provide sufficient water pressure for the development of properties along the Cornwall Road, this expansion was to be included in the second Phase of the current project;

And Whereas: There are still budgeted funds available in the Phase 1 portion of the Cornwall Road project currently in progress by Birt and MacKay Backhoe Services Ltd, and they have been requested to provide a quote for the construction of the new watermain on PID 426031 to connect the existing transmission main from the new reservoir to the existing watermain on Samatha Drive;

And Whereas: WSP has provided a cost estimate for this connection, which was considered at the Committee of Council meeting held August 20, 2025, which estimate would still be within the original budget for the Phase 1 project;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's

Engineers, issue a change order to Birt & MacKay Backhoe Services Ltd to construct a watermain on PID 426031 for a price no greater than the price in the WSP estimate noted above.

Motion Carried 6-0

U-07-2025 Cornwall Lagoon Berm Repair – Contract Award

Moved by Councillor **Elaine Barnes**
Seconded by Councillor **Steven Campbell**

Whereas: The Town of Cornwall Water and Sewer Utility needs to conduct some maintenance repairs to the Cornwall Lagoon berms;

And Whereas: Four local qualified companies that have done work within wastewater treatment facilities were contacted to provide quotes for the project and 2 bids were received;

And Whereas: WSP reviewed the proposals and recommend accepting the low bid received from Island Coastal Services Ltd. for \$66,832.08 plus HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town’s Engineers, accept the quote provided by Island Coastal Services Ltd. for the Cornwall Lagoon Berm Maintenance Project for the amount of \$66,832.08 plus HST.

Motion Carried 6-0

CORRESPONDENCE

OTHER BUSINESS

- Councillor Campbell thanked Citizens on Patrol members for attending the recent park party and providing information on the COP program. He thanked the volunteers for their time attending events and for the time they dedicate to patrolling the Town. They help keep the Town safe and are starting to get recognized within the Town when on their patrols.
- Councillor Stevenson congratulated the many Cornwall residents that participated in the various sports at the Canada Games.
- Councillor Barnes wished students and teachers a great school year. She reminded motorists to slow down in school zones. She noted that the increased RCMP presence in the Town has helped with speeding.
- Councillor Frizzell congratulated all athletes, particularly Cornwall residents on a great season. The RC United U11 went undefeated and won four gold medals. Kudos to everyone.
- Mayor McCourt welcomed students and staff back for a new school year.

IN CAMERA

It was moved by Councillor Campbell and seconded by Councillor Herlihy that the meeting would move “in camera” to discuss items under MGA s.119(1)(b) at 5:30pm.

Motion Carried

ADJOURNMENT

The meeting resumed regular session at 6:15pm.

Meeting was adjourned at 6:16pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER