

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, July 23, 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 – Acting Manager of Planning and Development
Oliver Batchilder – Public Relations and Marketing Summer Student

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There were 6 members of the public in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Councillor Campbell moved, seconded by Deputy Mayor MacIsaac that the agenda be approved with the addition of two “In Camera” items under s.119(1)(b)(d) by Councillor Frizzell.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Mayor McCourt will recuse herself for 7-a and 8-b-1 due to potential family benefit if development occurs.

APPROVAL OF THE MINUTES

- a) **June 25, 2025, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Frizzell that the minutes of June 25, 2025, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Mayor McCourt left the meeting at 4:33pm, Deputy Mayor MacIsaac assumed the Chair position. Councillor Frizzell moved to the gallery.

CAO Coady noted that there is a Conflict-of-Interest complaint against Councillor Frizzell. Although the complainant is not in attendance, she requested that the matter be decided on the record. There is a complaint that Councillor Frizzell has a conflict of interest due to a personal association with a certain business owner in the Town that could benefit should the rezoning resolution pass. Councillor Frizzell, speaking to the matter, noted that both the Town and he have received legal opinions from two law firms that advise that it is their opinion that he is not conflict in this matter.

Councillor Frizzell left the meeting at 4:35pm.

Council discussed the parameters of Conflict of Interest as defined in the MGA, the Town of Cornwall Conflicts of Interests Bylaw, as well as the legal opinions received.

It was moved by Councillor Barnes and seconded by Councillor Campbell that Councillor Frizzell is not in conflict in this matter.

Motion Carries 4-0

Councillor Frizzell returned to the meeting at 4:37pm. He was advised that Council had voted that he was not in conflict, and he returned to his position at his Council desk.

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

- a) **Minutes/Reports:**
 - i) **Minutes** – The Committee did not meet.

b) Resolutions:

PL-11-2025 Bylaw 422I, First Reading - Rezoning Application – Main Street PID 406926

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

Whereas: Council has received an application to rezone a portion of PID 406926 (Main Street) being 0.98 acres with a total frontage of 230 feet, a depth of 185 feet and sharing the eastern boundary of PID 247858, from Agricultural Reserve (A1) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said portion of PID 406929 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on May 22, 2025.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422I, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Denied 4-1

Mayor McCourt returned to the meeting at 4:42pm

PL-13-2025 – Official Plan Amendment – General Use Plan, 298 Main Street (PID 245969)

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Steven Campbell**

Whereas: Council has received an application to redesignate the Future Land Use of PID 245969 from Planned Unit Residential Development to General Commercial;

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the

Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”);

And Whereas: the proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on May 22, 2025;

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw;

Therefore, be it Resolved: that Official Plan Amendment OPA-2025-02, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Motion Carried 6-0

PL-14-2025 – Bylaw 422J, Second Reading – Rezoning – 298 Main Street (PID 245969)

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Steven Campbell**

Whereas: Council has received an application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1);

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”);

And Whereas: the proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on May 22, 2025;

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw;

And Whereas: the proposed amendment to the General Land Use Plan, being OPA-2025-02, was approved at a public meeting of Council on July 23, 2025;

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on June 25, 2025;

Therefore, be it Resolved: that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby read and approved

a second time.

Motion Carried 6-0

PL-15-2025 – Bylaw 422J – Formal Adoption - Rezoning – 298 Main Street (PID 245969)

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Steven Campbell**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the *2022 Official Plan* and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”);

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the first time at the Town of Cornwall regular council meeting held on June 25, 2025;

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the second time at the Town of Cornwall regular council meeting held on July 23, 2025;

Therefore, be it Resolved: That Bylaw #422J, a bylaw to amend the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby formally adopted as a Bylaw of the Town of Cornwall.

Motion Carried 6-0

PL-12-2025 – Parking Variance – 9 Cornerstone Drive

Moved by Councillor **Steven Campbell**
Seconded by Councillor **Judy Herlihy**

Whereas: The Town received a Development Permit Application for an addition (gymnasium) to an Institutional Building located at 9 Cornerstone Drive, being PID 761569 (the “Property”);

And Whereas: A subsequent Variance Application was received requesting an 22.5% Variance to reduce the number of parking spaces required by the development from 351 parking spaces to 272 parking spaces;

And Whereas: Council considered the *2022 Official Plan* and the Town of Cornwall *Zoning and Subdivision Control (Development) Bylaw #422*, including Section 21;

Therefore, be it Resolved: That Council grant approval to allow an 22.5% parking reduction Variance, relating to Development Permit Application C-109-25 at 9 Cornerstone Drive, being PID 761569,

subject to entering into a Development Agreement with the Town.

Motion Carried 6-0

COMMITTEE OF COUNCIL

a) Minutes/Reports:

i) **Minutes** – June 18, 2025 - included in the package.

ii) **First Quarter Financials** – Included in the package, Council did not have any questions.

b) Resolutions:

COC-26-2025 CHANGE Program – Use of Space Request

Moved by Councillor Cory Stevenson

Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall is a community that values the physical and mental health and wellness of its residents, and is committed to developing and investing in strategies that promote this wellbeing;

And Whereas: The Town has for the previous five years provided space, at no cost, to the Canadian Health Advanced by Nutrition and Graded Exercise (C.H.A.N.G.E.) Program;

And Whereas: The Town of Cornwall has been asked to donate the use of town space for the C.H.A.N.G.E. Program for another year;

And Whereas: The Town currently has space available and is interested in again assisting this program;

Therefore, be it Resolved: That the Town of Cornwall donate the use of space in the Cornwall Civic Centre, or Town Hall Community Room, at dates and times as are mutually agreeable between the Program and the Town, subject to availability, availability is at the sole discretion of the Town.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

i) **Minutes** – June 16, 2025 (draft) – included the package. Councillor Herlihy provided the following updates:

- The Committee took a summer hiatus for July and August.

- Councillor Barnes would like the Committee to review that list of naturalization areas in the Town to look at potential changes. Councillor Herlihy will touch base with CAWG Coordinator Hannah MacLean for more information.
- Mayor McCourt thanked Hannah and her team for the great fishing derby recently held in the Town.

b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

a) **Minutes/Reports:**

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
 - Transit number have increased 3168 for June of 2025 over 2977 for 2024 showing a 6.4% increase with a 1.8% increase year to date.
 - Mike and Matthew Cassidy presented a plan for enhanced Transit services in the Town beginning August 25, 2025. Four additional routes will be added allowing residents to travel within the Town. Thank you to Council, Town staff and T3 Transit for the work making this happen.
 - Staff continue to attempt to coordinate a tour of the E-watch back office. Two cameras have been ordered for the Town.
 - Councillor Barnes noted that at the last FPEIM meeting there was a presentation from the RCMP on an increase in gas and dash happenings. She would like to request some statistics on that from the RCMP the next time they are in. Some areas have changed requirements to people having to pay before they pump.

b) **Resolutions:** Nil

PARKS AND RECREATION

a) **Minutes/Reports:**

- i) **Minutes** – June 11, 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The July Park Party was an immense success with over 150 people in attendance. Thanks to staff for their work putting it together as well as volunteers and Council for their help at the event. There were many new faces in attendance. The next Park Party will take place on August 8 at Poolside Park.
 - Canada Day activities were very successful. Thank you to the Lion's Club and Sea Cadets for their help at the Pancake Breakfast. Thank you to Julie Pellissier-Lush and the Heritage Dancers for the special and educational Healing Ceremony at the Circle of Peace. The Opening Ceremonies and Flag raising were very well

attended with entertainment by Jeanie and Charles as well as the Filipino Dancers. Thank you to the dignitaries Chief Brian Francis, MP Heath MacDonald, Minister Mark McLane, Mayor McCourt for kicking off the ceremonies. It was great to see veteran Ray Gaudet in uniform. The Family Swim/BBQ and Fireworks were well attended. Thank you to staff, volunteers, Council and the Event Committee for all the time and work that went into the whole event.

- Councillor Frizzell would like an update on the schedule for garbage can emptying and removal at the TFSC. Councillor Stevenson will follow up with the Manager.

b) **Resolutions:** Nil.

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes** – June 25, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Committee discussed future traffic calming measures.
 - The Committee discussed the annual paving list to be sent to the Province.
 - The Committee discussed painting of stop bars/crosswalks, lower speed limits, and crosswalk requests.
 - The Committee discussed once again doing Fall clean up for seniors who are unable to remove larger items.
 - Councillor Frizzell requested an update on sidewalk repairs and pads for crosswalks on Osprey/Arbor Lane. Councillor Campbell has reached out to the Infrastructure Manager for an update but noted that a request for this area has been sent to the Province.
 - Councillor Barnes requested an update on getting speeds reduced and a crosswalk installed near East Wiltshire School.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

- i) **Minutes:** July 7, 2025 (draft) – included in the package. Councillor Barnes provided the following updates:
 - The Committee is reviewing the Fire Hydrant Usage Policy.
 - The Water Tower completion has been delayed due to a defect in panels being used. New panels have been shipped and there will not be any extra costs to the Town.
 - Phase 1 work on Cornwall Road is underway and proceeding well.

b) **Resolutions:** Nil

CORRESPONDENCE

- Special Olympics Enriching Lives Gala – Thank You. Councillor Stevenson noted that he and Councillor Herlihy attended this great event which is always full of powerful energy and inclusiveness.

OTHER BUSINESS

- Councillor Stevenson congratulated Ray and Bev Gaudet on their 50th Wedding Anniversary. They were very pleased with all the acknowledgements received.
- Councillor Stevenson passed along condolences to the family of Chris Marshall. Chris took so many beautiful pictures and his passing is a huge loss to Cornwall and the arts community.
- Councillor Stevenson thanked Cornerstone Church for inviting him to be a part of their “Hey Neighbor” podcast which is a great initiative to help build community awareness.
- Mayor McCourt attended the funeral of Chris Marshall. It is amazing to see the impact of programs on our residents. Many people that knew Chris through programs attended the funeral. Condolences to Kathy and the family.
- Councillor Frizzell also sent condolences to Chris Marshall’s family. Chris was always laughing, very positive and very well known for his beautiful pictures.
- Councillor Frizzell congratulated RC United Division 2 U11 on their gold medal in last weekend’s tournament. It was exciting to see them go undefeated and did not give up any goals. Big congratulations to #13, my daughter Carmela, on getting 4 goals even with Achilles tendinitis in her leg. She’s very tough and gets her strength from her mother.
- Councillor Frizzell congratulated Jill Trainor and Peter Shay on their wedding anniversary.
- Councillor Frizzell sadly noted that he attended the wake of 16-year-old Minhu Lee who passed away unexpectedly. Minhu was a friend of his son and a pleasure to coach. He had a very positive impact on his community and everyone he played with. A very sad time for Minhu’s family and friends.
- Mayor McCourt passed along condolences to Bev Gillespie on the passing of her husband George.
- Mayor McCourt noted that the Official Opening for the new RCMP building will take place on August 22nd.
- Staff introduced and welcomed Oliver Batchilder as the summer Public Relations student. Oliver will be highlighting programs, events and businesses in the Town as well as promoting all that the Town has to offer.

IN CAMERA

It was moved by Councillor Campbell and seconded by Councillor MacIsaac that the meeting would move “in camera” to discuss items under MGA s.119(1)(b)(d) at 5:29pm.

Motion Carried

ADJOURNMENT

The meeting resumed regular session at 6:20pm.

Meeting was adjourned at 6:21pm



MAYOR



CHIEF ADMINISTRATIVE OFFICER