Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
August 19, 2026, 4:30 PM

Chair:	**Mayor Minerva McCourt**
Present:	**Councillor Steven Campbell** **Councillor Corey Frizzell** **Councillor Cory Stevenson**
Regrets:	**Deputy Mayor Jill MacIsaac** **Councillor Judy Herlihy**
Also:	**Kevin Coady - CAO** **Tracey Laybolt – Community/IT/HR Coordinator** **Paula Griffin – Manager of Planning and Development** **Geoff Baker – Manager of Engineering and Capital Projects**

CALL TO ORDER

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

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the agenda be approved as circulated with the addition of Citizens on Patrol, section 8-b. Section 6 – Guest presentations will be moved to allow for the guest to arrive.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

July 22, 2026 - It was moved by Councillor Stevenson and seconded by Councillor Campbell that the minutes of July 22, 2026, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Michelle Burge – MRSB – Annual Audit Presentation. Michelle thanked the Mayor, Council and the Town for the opportunity for MRSB to be the Town accountants once more. Thank you to CAO Coady, Manager MacKinnon and their team for their work. It is a clean bill of health on the audit, and a very positive year. Michelle reviewed the report, highlighted some areas of interest and answered Council questions.

PLANNING

a) Reports/Minutes **–** July 8, 2026 (draft) minutes – included in the package.

b) Information Items –

Deck – West River Estates

There was discussion on a deck that has raised concerns with some members of Council. Councillor Frizzell was contacted by a developer that felt that the design of the deck was unappealing. Manager Griffin has spoken to the Provincial inspection officer, and they are satisfied that the deck meets code. When the Town issues a Development Permit, a deck over 2ft off the ground requires provincial approval with an engineered plan.

c) Request for Decision –

Rezoning Application PID# 607960 PSI – R4

A rezoning application was received to rezone Lot 18-4 By Way Avenue from PSI to R4 to allow for higher-density residential development. The request requires an amendment of the Zoning Map and General Land Use Plan. Feedback from the public meeting generally concerned environmental, traffic and loss of privacy issues.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to council to approve this application for rezoning. This follows the recommendation of Town Planning staff which is supported by the professional planning report commissioned for this item.

Change of Concept Application – Lots 40, 41, 42 Heatherway Drive

An application was received to amend the Development Concept for 40, 41 and 42 Heatherway Drive. The developer wishes to adjust the existing property to create two lots instead of three. The new proposal would see an increase of 7 units above the originally approved 17 units. The current frontage would require approximately a 58% variance for the proposed Lot 26-01 and a 35.3% variance for the proposed Lot 26-02. A public meeting was held, and concerns were raised about loss of privacy, drainage issues, additional burden on municipal services, and increased traffic.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution recommending that Council deny Approval of the Amended Development Concept for Lots 40, 41 and 42 Heatherway Drive (Portion of PID 1148626); This follows the recommendation of Town Planning staff which is supported by the professional planning report commissioned for this item.

Change of Concept PID# 1183946 – Jessie Street – Public Meeting Request

Developers have approached the Town to change the development concept for Lot 23-2 Jessie Street to construct an 8-unit stacked townhouse on the property, which is zoned PURD.

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that Council approve the scheduling of a Public Meeting to solicit input from the public on the Application to amend the Development Concept for Lot 23-2 Jessie Street (PID 1183946) as well as other applications requiring public input at a date, time and location to be determined.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

2025 – 2026 Draft Audit Statements

There were no further questions after Michelle's presentation.

Citizens on Patrol

Councillor Campbell announced that the Chair of Citizens on Patrol will resign as of September 16th, and no one has come forward as a replacement, but all current members of Citizens on Patrol do want to continue as volunteers. Councillor Campbell. Mayor McCourt and CAO Coady met with RCMP Staff Sergeant Doyle to discuss options, and there was agreement to keep the program going. There will be further discussions to determine how best to move forward.

ENVIRONMENT and SUSTAINABILITY

a) Reports/Minutes – The Committee did not meet. There was no report.

b) Information Items – Nil

c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

a) Reports/Minutes –
   (i) The Committee did not meet.
   (ii) Municipal Service Reports (Transit/Fire/Police/Bylaw/Humane Society). Councillor Frizzell provided the following updates:
- Transit is up once again; 4518 in July, over 3887 in 2025, showing an increase of 16.2%. Charlottetown was down 3.5%, and Stratford was up .75%.
- RCMP speeding violations up to 64 over 25 in 2025 and 59 warnings.

b) Information Items – Nil

c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes
   (i) The Committee did not meet. Councillor Stevenson provided the following updates:
- The first Community Garden Party at the Community Gardens was very successful with positive feedback from participants.
- The Just Live Fun Run will be happening on Sunday.
- The second Park Party has been rescheduled to Thursday due to weather.

b) Information Items – Nil

c) Requests for Decision – Nil

PUBLIC WORKS

a) Reports/Minutes – The Committee did not meet. Councillor Campbell provided the following updates:
- The next meeting will take place on September 23rd.
- Stop bars have been painted.
- An audible crosswalk will be installed at Kellow Dr and Main St. The Committee is working on another location for a second one.
- Councillor Stevenson inquired about an update on the Mercedes Dr stop sign request. Councillor Campbell advised that the request has gone to the Province.

a) Information Items – Nil

b) Requests for Decision – Nil

WATER/SEWER UTILITY

a) Reports/Minutes – The Committee did not meet. Councillor Stevenson provided the following updates:
   - Work is ongoing to fix the pressure valve issues. Manager Baker advised that they are waiting on an update.

b) Information Item – Nil

c) Requests for Decisions – Nil

CORRESPONDENCE

DCD Kids – Sign Illumination

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall illuminate the Town sign in Teal on October 12, 2026, in recognition of DCD Awareness Week.

Courageous Companions – Magazine Advertising Request

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall support Courageous Companions with the purchase of a business card-size advertisement for $329.00 plus HST in the Courageous K-9 Yearbook.

Wrongful Conviction Day Declaration Request

It was moved by Councillor Stevenson and seconded by Councillor Frizzell to bring forth a resolution that the Town of Cornwall declares October 2nd, 2026, as "Wrongful Conviction Day" in the town and that the town hall be illuminated in yellow on that day.

OTHER

Nil

IN CAMERA

MGA s.119(1)(e) - It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move "In Camera" at 6:28pm.

Motion Carried

The meeting resumed the regular session at 7:00pm.

ADJOURNMENT

The meeting was adjourned at 7:01pm.

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Minerva McCourt, Deputy Chair