

**In the matter of
Robert Duffy v. Town of Cornwall
IRAC Appeal #LA25012**

**Town of Cornwall
Index**

Rezoning Application

Item	Date	Description
1.	May 21, 2025	Email from Harrison Duffy to Spencer Hay with Rezoning Application-supporting documents
2.	March 13, 2025	Rezoning Application submitted by hand (File #Z-01-25)
3.	March 13, 2025	Proposed Commercial Building

Planning Committee/Committee of Council/Public Meetings

Item	Date	Description
4.	April 2, 2025	Minutes of Planning Committee: Recommend Application be presented at Public Meeting.
5.	April 16, 2025	Minutes of Committee of Council Meeting: Motion to Present Application at Public Meeting
6.	April 23, 2025	Minutes of Council Meeting: Motion to Resolution to Present Application at Public Meeting
7.	April 23, 2025	Resolution PL-07-2025: Public Meeting (Motion Approved)
8.	May 7, 2025	Minutes of Planning Committee: Confirmation of date and location for Public Meeting
9.	May 9, 2025	Mailing List (75m Buffer)
10.	May 12, 2025	Notification Letters to Residents
11.	May 13, 2025	Rezoning Application Notification Sign Posted at PID 406926
12.	May 15, 2025	Newspaper Advertisement – Notice of Public Meeting
13.	May 17, 2025	Newspaper Advertisement – Notice of Public Meeting
14.	May 22, 2025	Presentation – Public Meeting – May 22, 2025
15.	May 22, 2025	Minutes of Public Meeting – May 22, 2025
16.	June 4, 2025	Minutes of Planning Committee: Discussion of Public Meeting and public feedback; forwarded to Committee of Council for further discussion
17.	June 18, 2025	Minutes of Committee of Council Meeting: Discussion; Motion for Council Resolution to amend Zoning Map
18.	June 25, 2025	Minutes of Council Meeting: Motion to Remove Agenda Item 8)b)1) for further review of a conflict-of-interest complaint received by the Town
19.	July 16, 2025	Minutes of Committee of Council Meeting: Confirmation that First Readings of Bylaw Amendment 422I would occur at July Council Meeting
20.	July 23, 2025	Minutes of Council Meeting: Motion for First Reading of Bylaw Amendment #422I
21.	July 23, 2025	Resolution PL-11-2025: First Reading of Bylaw Amendment #422I

Correspondence

Item	Date	Description
22.	May 13-29, 2025	Between S. Murphy and S. Hay re: Request for Planning Opinion; Planning Report
23.	May 29, 2025	Planning Report
24.	May 30-June 4, 2025	Between S. Murphy and K. Coady re: Request for Recommendation; Updated Planning Report
25.	June 4, 2025	Updated Planning Report
26.	July 24-29, 2025	Between P.Griffin, Robert Duffy and Harrison Duffy re: Decision Notification; Request for minutes
27.	August 13, 2025 (3:09pm)	H. Duffy to P. Griffin re: Notice of Intent of Appeal
28.	August 14, 2025 (10:41am)	M. Walsh-Doucette to R. Duffy and P. Griffin re:Notice LA25012 Robert Duffy v. Town of Cornwall
29.		
30.		
31.		

Paula Griffin

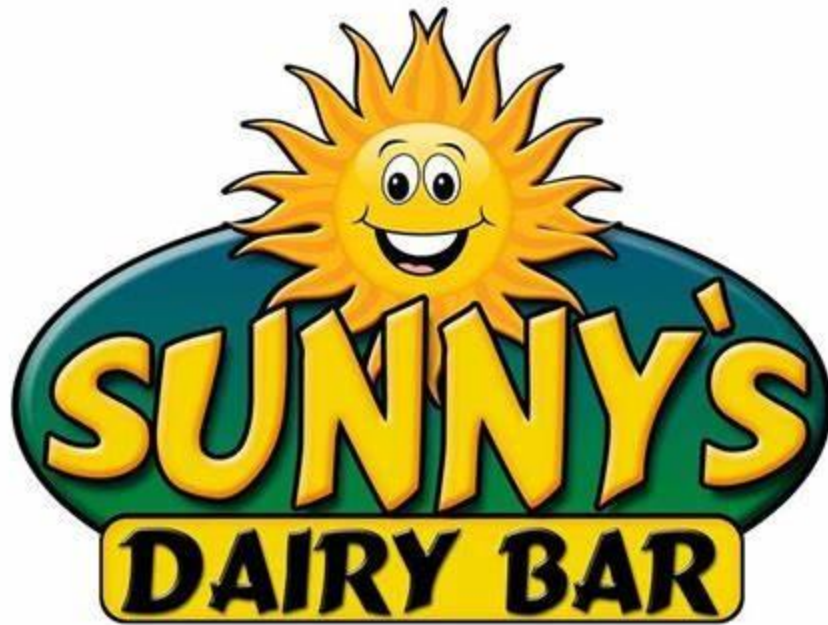
From: Harrison Duffy <harrisonduffy@outlook.com>
Sent: May 21, 2025 10:31 AM
To: Spencer Hay
Cc: mgramsay@outlook.com; Robert Duffy - Duffy Construction (office@duffyconstructionltd.ca)
Subject: Sunnys - Cornwall
Attachments: Sunnys FAQ.pdf; Sunnys 2.jpg; Sunnys 3.jpg; Sunnys 4.jpg; Sunnys.jpg

Hi Spencer
Please see attached, I will drop off hard copies off today as well.

Thank you,
Harrison

Harrison Duffy
Service
Duffy Construction Ltd.
3 Anderson Road
Kinkora, PE C0B 1N0

902-303-4829 (cell)
902-887-2303 (office)



FAQ

Sunny's Dairy Bar East Inc - Owned and Operated by Matt Ramsay and Harrison Duffy

Matt and Harrison are no strangers to the ice cream world, with over a decade of hands-on experience in the ice cream business, and currently operating four successful locations across P.E.I between them.

A UPEI graduate, Matt is a full-time presence at Sunny's Dairy Bar. You'll most often catch him at the dairy bar in the early morning, making sure everything's serviced, clean, prepped, stocked, and ready for the day ahead.

Hailing from Kinkora, Harrison plays a key role in Duffy Construction, his family-owned business. But come evening, you'll often find him behind the counter at Somerset Ice Cream Bar, serving up cones and connecting with customers. Not to mention all the behind-the-scenes work to keep things running smoothly.

With a new addition in Cornwall, Matt and Harrison are excited to become part of the community. Their vision is to create a welcoming, community-minded space where locals, tourists, families, friends, and neighbors can stop by, gather, and enjoy a treat.

They believe in great service, local ingredients, and the small-town values that make P.E.I. feel like home.

Sunny's Dairy Bar – Frequently Asked Questions

Q: What are your hours?

We're open daily from 11:30 AM to 9:00 PM, from March through October. Rain or shine!

Q: Is Sunny's family-friendly?

Absolutely! We have a fenced-in area for the whole family to enjoy their ice cream, with picnic tables (adult and kid-sized), and even offer a baby-sized cone that's just a mouthful of ice cream for the little-little ones. We also serve kid-sized sundaes and fun, kid-themed ice creams.

Q: Are pets welcome?

Yes! We're proud to be pet-friendly. Bring your furry friends along and treat them to one of our pup cups! We also leave a bowl of clean, fresh water out every day to keep them hydrated and happy.

Q: Do you have a drive-thru?

We do! We offer both drive-thru and walk-up service for your convenience.

Q: Do you have a public washroom?

Yes, we provide a public washroom for our customers during business hours.

Q: Is your location accessible?

Yes, we are! Sunny's is accessible, with a wheelchair ramp leading to the deck.

Q: How clean is the shop?

Cleanliness is a top priority. We have indoor and outdoor cleaning checklists completed hourly or more often if needed, and our staff uphold high personal hygiene standards to ensure a safe and spotless environment.

Q: Do you have options for dietary restrictions?

We sure do! We offer a range of options including gluten-free, egg-free, lactose-free, and no sugar added treats.

Q: Do you sell hot food?

No hot food here — just frozen fun! We serve up soft serve cones, hard ice cream, milkshakes, dipped cones, sundaes, flurries, stuffed cones, banana splits, parfaits, frozen yogurt, smoothies, floats, slushies, icebergs, ice cream cakes, and more. We also have water and soda available.

Q: Do you support local businesses and use local products?

Absolutely! We proudly use local products and services, including ADL, Kay's Wholesale, and local lawn care and snow removal teams, service teams, etc.

Q: What payment methods do you accept?

We accept debit, credit, and cash. We also sell gift cards in \$5, \$10, and \$20 amounts.

Q: Do you make anything in-house?

Yes! We make our homemade waffle cones fresh daily and offer specialty in-house treats like ice cream sandwiches, cookie ice cream sandwiches, and Dilly Bars. We also have a great selection of ice cream cakes in various flavours and sizes.

Q: How big is your team?

We proudly employ 20+ staff who bring the smiles and serve up the good stuff all season long.

Q: What kind of service can I expect?

Friendly, fast, and fun! Our team is all about quick, cheerful service to make your visit the best part of your day. We also pride ourselves on consistency and aesthetically pleasing product. We will not be opening until we feel our staff are trained well enough to serve you, however please keep in mind this is new for them too! They can only get better with practice.









Paula Griffin

From: Harrison Duffy <harrisonduffy@outlook.com>
Sent: May 21, 2025 10:39 AM
To: Spencer Hay
Subject: Re: Sunnys - Cornwall

Excellent
Thank you Spencer

Harrison Duffy
Service
Duffy Construction Ltd.
3 Anderson Road
Kinkora, PE C0B 1N0

902-303-4829 (cell)
902-887-2303 (office)

On May 21, 2025, at 10:34, Spencer Hay <spencerhay@cornwallpe.ca> wrote:

Thanks Harrison,

These are great.

Regards,

Spencer Hay, P. Eng.
Manager, Planning & Development

<image002.png>
www.cornwallpe.ca

From: Harrison Duffy <harrisonduffy@outlook.com>
Sent: May 21, 2025 10:31 AM
To: Spencer Hay <spencerhay@cornwallpe.ca>
Cc: mgramsay@outlook.com; Robert Duffy - Duffy Construction (office@duffyconstructionltd.ca) <office@duffyconstructionltd.ca>
Subject: Sunnys - Cornwall

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Harrison

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Town of
Cornwall

so much to offer...

15 MERCEDES DRIVE
PO BOX 430
CORNWALL, PE C0A 1H0
Tel: 902-566-2354
Fax: 902-566-5228
town@cornwallpe.ca
www.cornwallpe.ca

pd. \$800.00 (chg.) &

Date Received: Mar 13/25 Application Fee Pd: Yes No Receipt #: 679859 File #: 2-01-25 Map #:

APPLICATION FEES:

- ☐ VARIANCE
- ☐ PRELIMINARY APPROVAL OF A PLAN OF SUBDIVISION
- ☐ LOT CONSOLIDATION OR SEVERANCE
- ☐ SUBDIVISION OF ATTACHED BUILDING
- ☒ AMENDMENT TO THE ZONING BYLAW OR OFFICIAL PLAN
- ☐ CHANGE OF USE

FEE:

\$50 up to \$400

\$300 + \$25/lot

\$150

\$300

\$500+Notification Fees for newspaper ads and/or postage (if applicable)

\$100+Notification Fees for newspaper ads and/or postage (if applicable)

** In addition to the Application Fees, advertising & postage fees may be applicable if public notification is required**

APPLICATION WILL NOT BE ACCEPTED WITHOUT FULL PAYMENT OF FEES

1. Name and address of applicant:

Name: Robert Duffy Street Address: 3 Anderson Road Kinkora Pe

Mailing Address: Same C0B 1N0 Telephone No: 902 888 1227

2. Location of subject property:

Street Address: Main St Property Tax No (PID): 406926

3. Name and address of landowner:

☐ Check here if same as applicant

Name: Ron Mackinley Street Address: 262 Main St

Mailing Address: 262 Main St Cornwall PE C0A 1H5 Telephone No:

4. Present use of subject property:

Agricultural - Farm Land.

5. Proposed use of subject property:

General Commercial - .995 Acre

lot to be used for new Sunny's Dairy Bar.

6. Existing zoning: Agricultural

7. Proposed zoning: General Commercial

8. Engineer:

Name: Telephone No:

9. Surveyor:

Name: Telephone No:

10. If applying for subdivision:

Total number of proposed lots: 1 Zoning of all lots: Commercial

11. **Municipal utilities and services available to the property:**

Services	Yes	No
Municipal Water		
Municipal Sanitary Sewer		

12. **Have there been any previous applications submitted with respect to the subject property?**

☐ YES ☒ NO

If yes, please describe briefly:

13. **Information to accompany this application (1 copy of each document):**

- ☐ i) An actual or photocopied Survey Plan prepared by a licensed PEI land surveyor or a plan deemed suitable by the Development Officer showing the subject land.
- ii) On a second photocopied survey plan, show all proposed changes including the following:
 - all existing property lines
 - all buildings or expansion of existing buildings, including accessory buildings
 - location and size of all utility and Town easements
 - required building setbacks. Plans must be submitted in a scale not smaller than 1:1000.
- ☒ Applications involving proposed buildings must include a floor plan indicating the ground floor area, total floor area, number of stories, number of units, and the width, length and height of the building.
- ☐ Letter of intent providing a detailed description of the proposal.
- ☐ If applying for subdivision, indicate on the plan the total area to be subdivided including the number of lots, location and width of streets, public land dedication, natural features including streams, rivers, swamps, wooded areas, and areas subject to flooding or erosion. In addition, indicate any existing buildings on the property and whether they are to be retained, demolished or changed externally.
- ☐ The appropriate application fee.
- ☐ Signature of the property owner or attach written permission of the owner.

I HEREBY CERTIFY THAT THE FOREGOING INFORMATION IS CORRECT.

Signature of Landowner / Date

Spencer, Robert, Ron 3 Harrison Had met on 03/11 at Town office

Signature of Applicant or Agent / Date

Comments of the Planning Board and/or Council

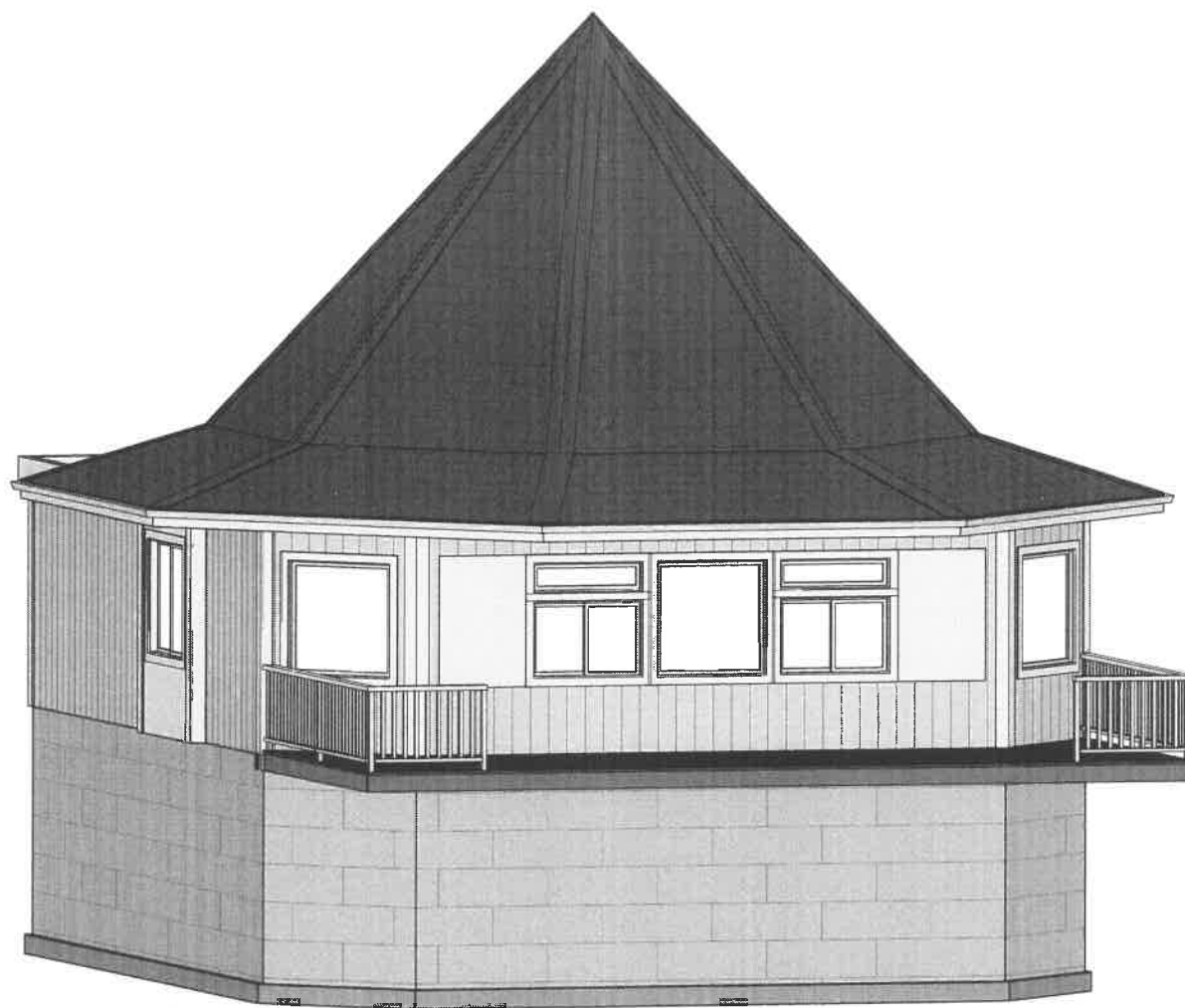
Resolution PL-11-2025 for 1st reading of Bylaw Amendment #4221
Date *July 23* 20 *25* *motion defeated.*

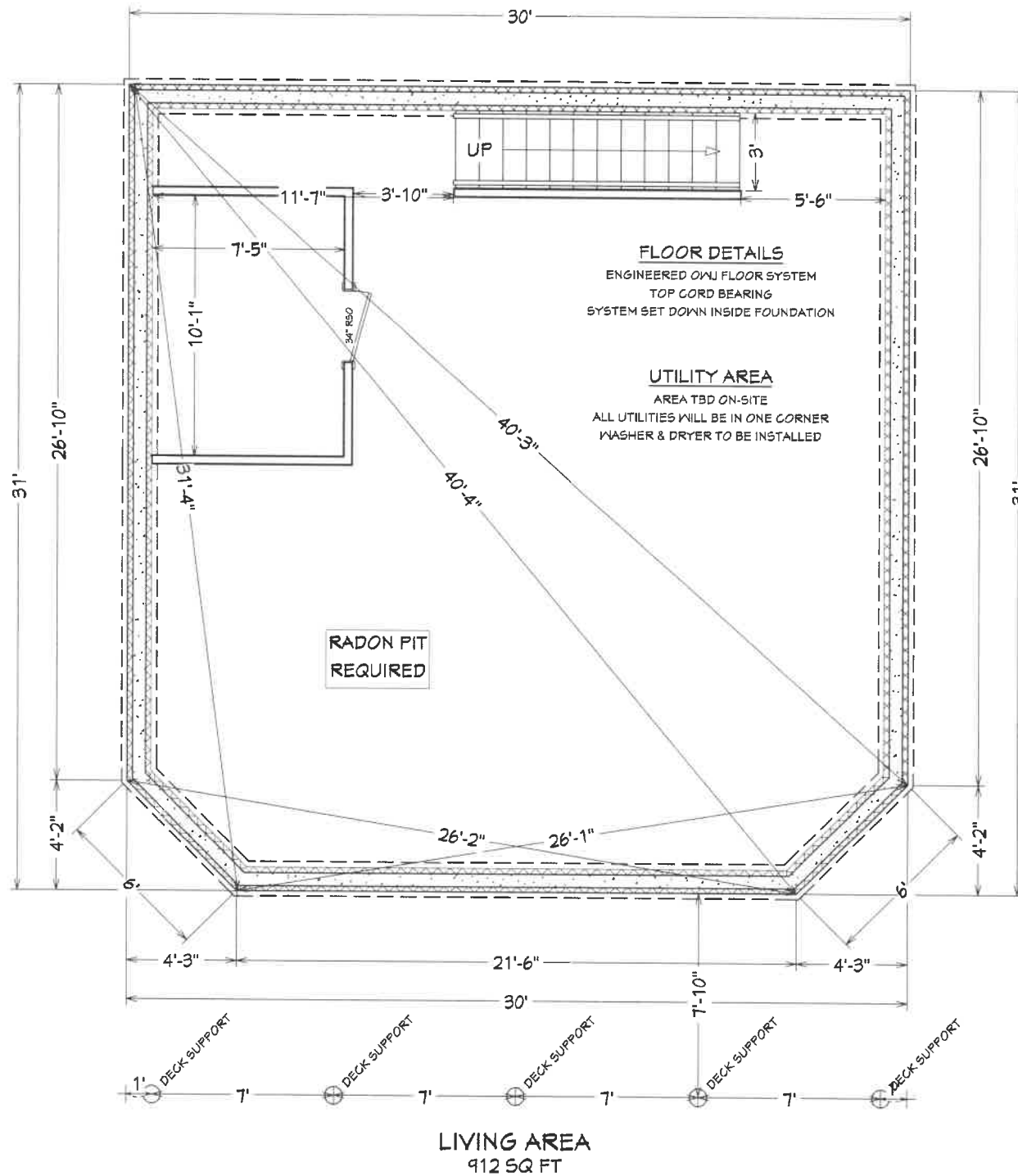
Paula Daughlin

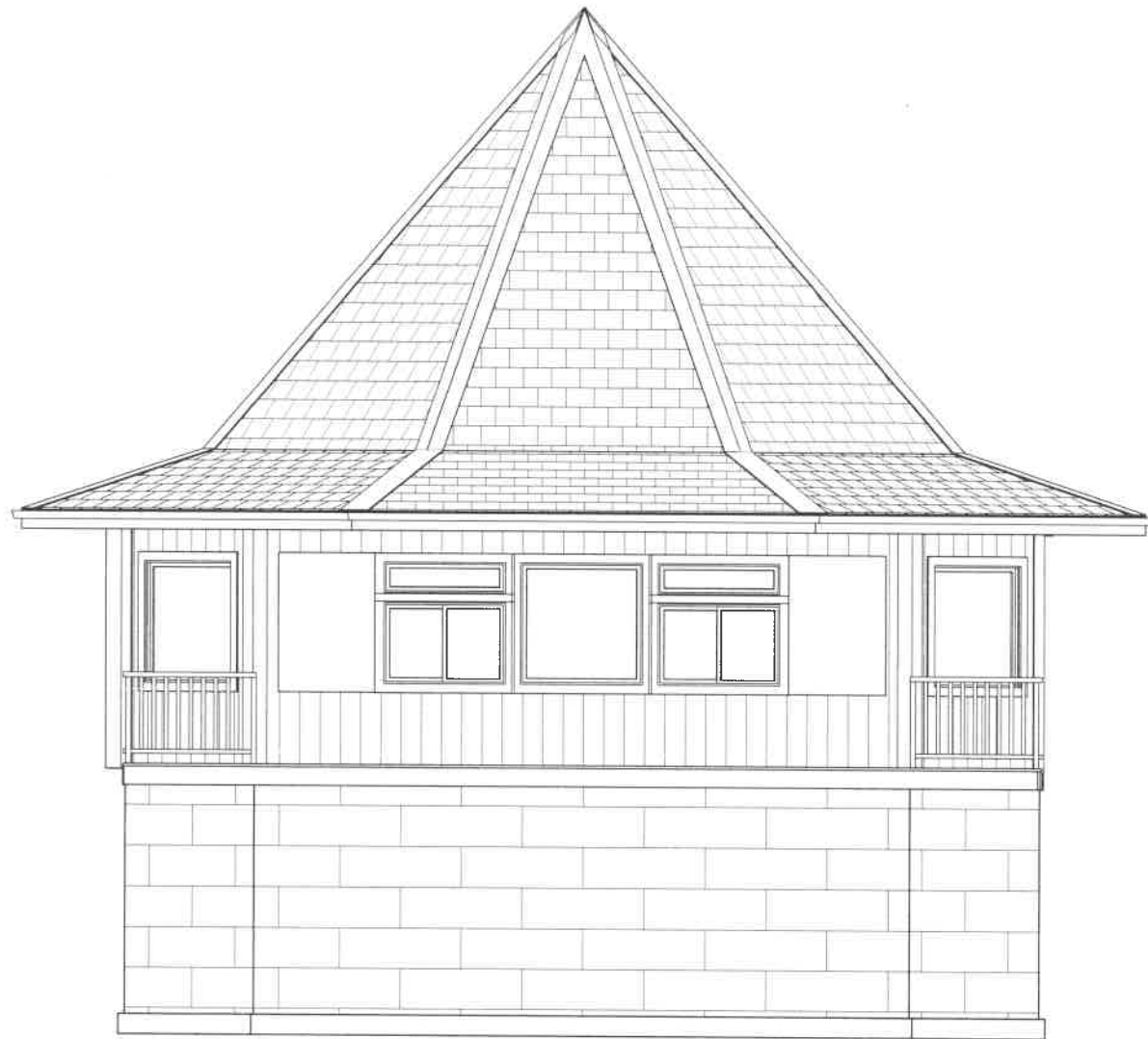
Development Officer

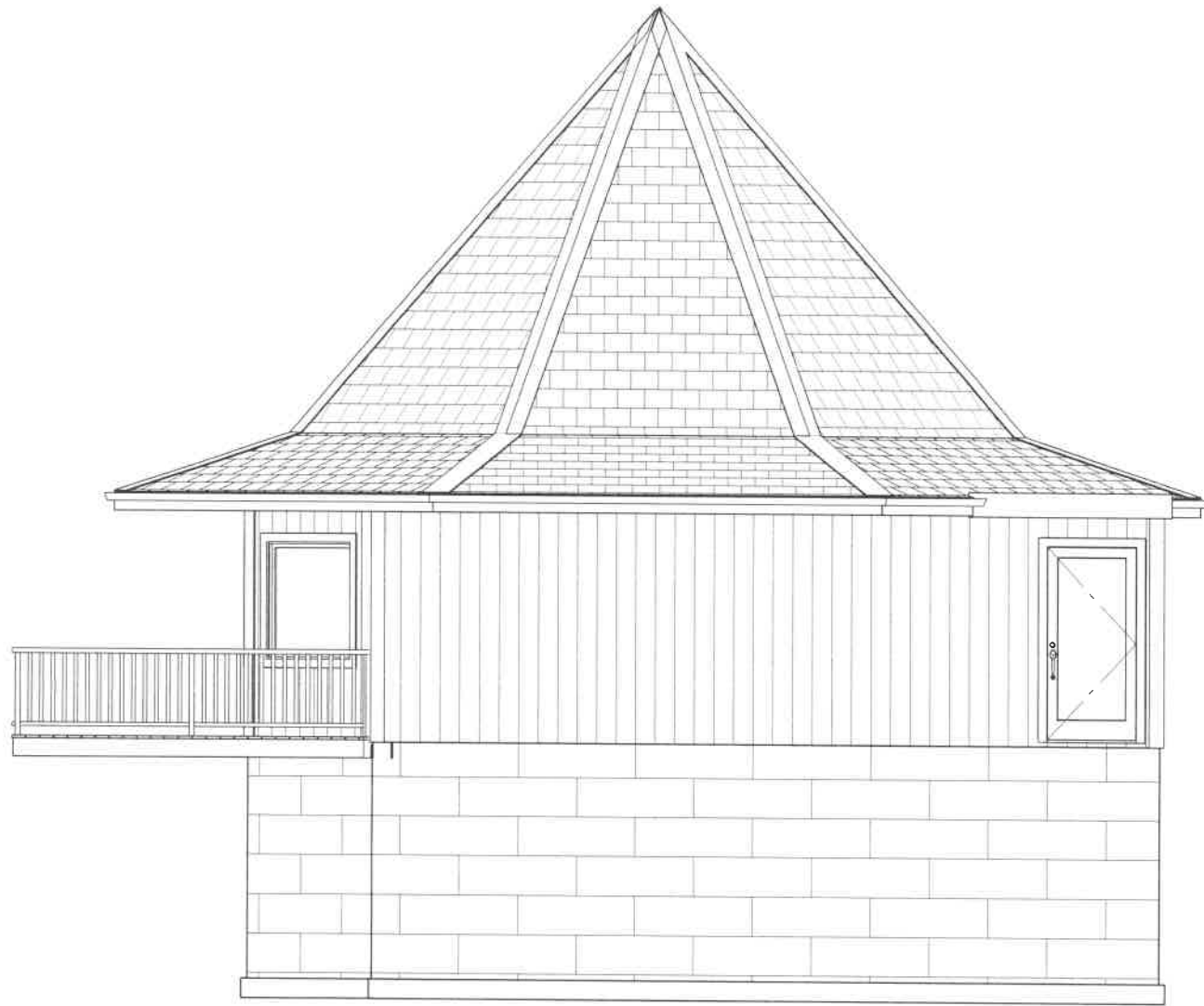
July 24, 2025

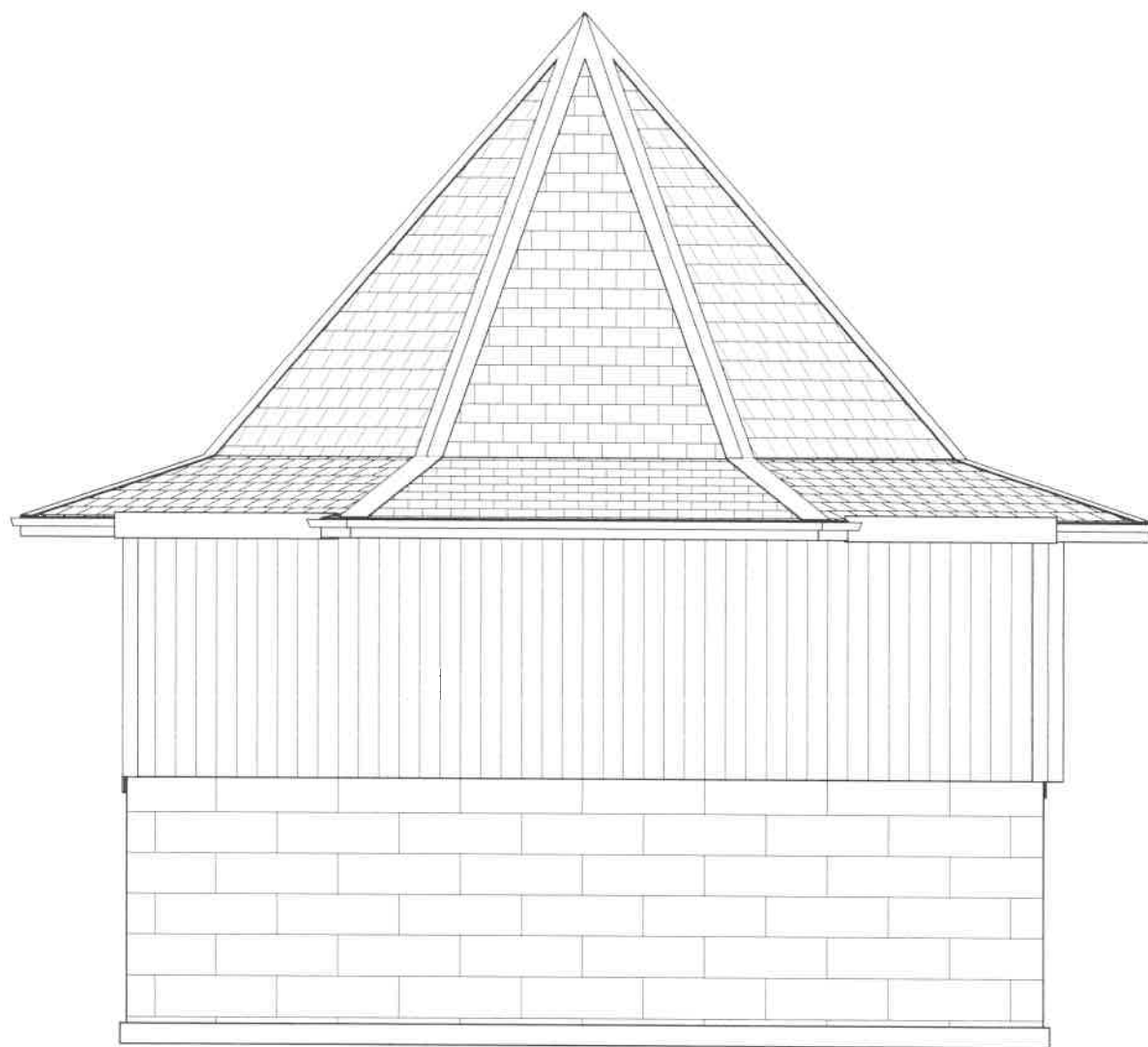
Date Received

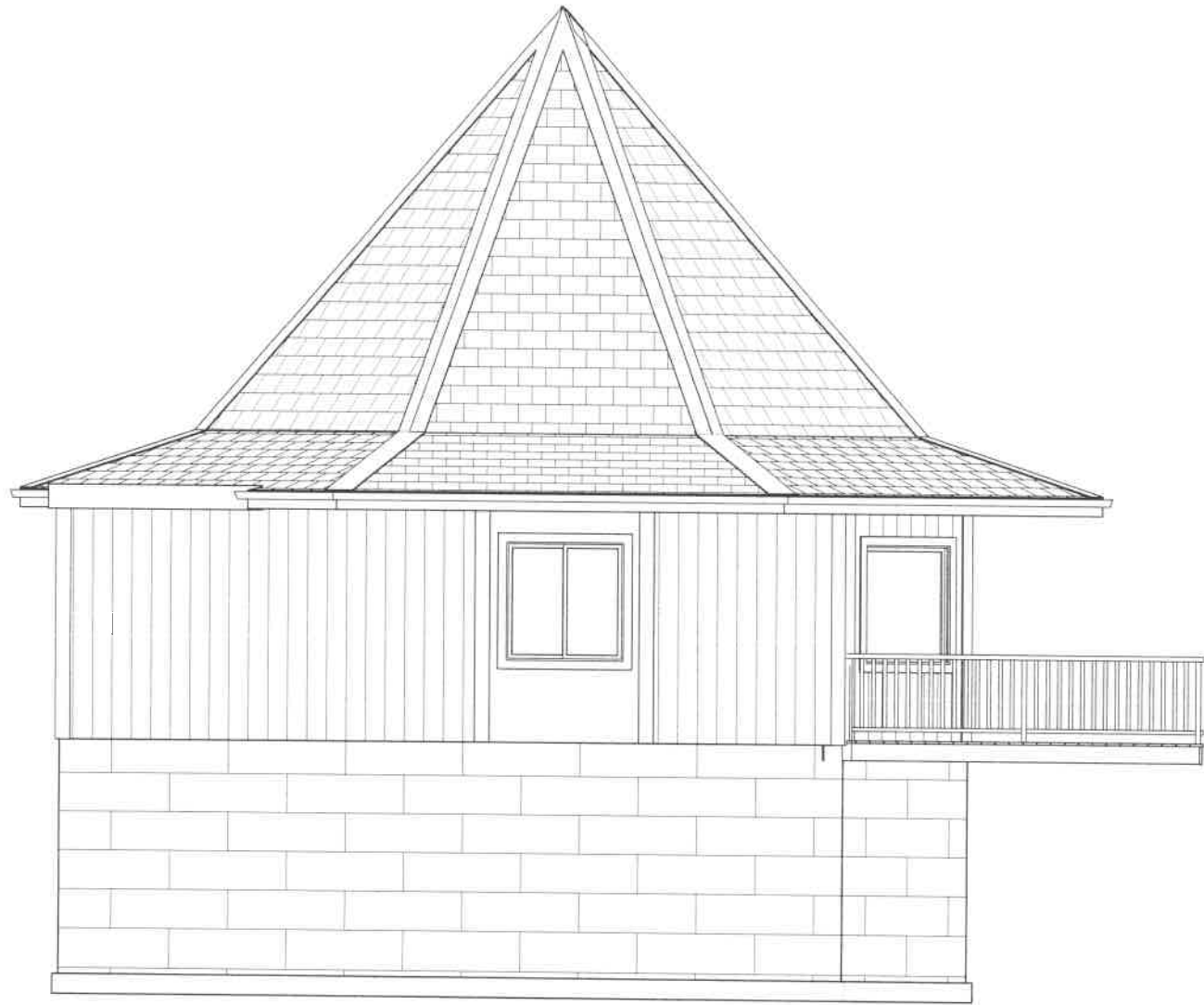












Town of Cornwall
Planning Committee Meeting
April 2, 2025, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Corey Frizzell, Steven Campbell
Staff: Spencer Hay, Paula Griffin, Jessie Murray, Kevin Coady
Other: None
Regrets: None
Public: 1

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3. APPROVAL OF AGENDA

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as read.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

NIL

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of March 5, 2024, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. Emerald Heights Subdivision –(PID 684639) – Revised Development Concept

The Public Meeting raised concerns of the truck traffic during the construction and of the trail extension on Parcel 0-1 and 0-2 which lies between the existing properties Phase 1 and Phase 2. It was expressed by the residents that attended the Public Meeting, the desire for a tree buffer rather than developing the trail on these Parcels.

Mayor Minerva McCourt entered the chambers (at 4:42pm).

Regarding the anticipated vehicle traffic, it has been placed in the agreement with the Developer to provide a Laydown area for the trucks and equipment. Regarding the planned trail, Staff advised that if it is decided to not go ahead with the trail, there would be a risk of losing the land

back to the developer, which may result in the dwellings being placed closer to existing dwellings. Residents originally requested a buffer between Phase 1 and Phase 2

Staff advised the general intention for the Developers providing land to the Town was to develop a trail for public use. If the Town does not develop a trail on Parcel 0-1 & 0-2, the developers may move the proposed concept closer to the existing dwellings and absorb that green space.

This item will be brought forward to Committee of Council for further discussion.

b. Scottsview Meadows Subdivision – Lot 21-37 – Change of Use

The revised development plan went to the Public Meeting on March 25th. At that time no comments, questions or concerns were brought to the Staff's attention.

There was a request from the Committee for more information, and a question as to whether the developers would consider a 4-unit Town House, due to the population density increase of the proposed 6-Unit structure.

A Planning Report was prepared by S.J. Murphy Consultants upon Staff request to discuss the esthetics of the units and the increased population density concerns. Staff noted that there will be 6 double wide driveways with 0.5m of grass between them. The report also provides items for council to consider in making their decision.

Spencer noted that this is a discretionary decision for Council. This proposal would increase the proposed density of the development by 4 units. Our open space requirement is not based on door number but the land being developed. Two semi-detached units across the street plus a lot behind with a single family home proves to be a considerable jump to a 6-unit. Typically, you would want to see a gentler transition into a multi-unit dwelling – 1,2,3,4 units etc.

Staff will reach out to S.J. Murphy Planning Consultants for any further guidance or recommendations they can provide and further this item to Committee of Council for further consideration.

7. NEW BUSINESS

a. Scottsview Meadows Subdivision – Phase 2 – Parkland Dedication

Staff have received the subdivision application for Phase 2, and the Committee discussed where they would like our green space. E7 has been shown on their concept plan as a proposed green space.

Phase 1 is currently at \$0 remaining for parkland dedication allocation as the new existing trail was accepted for that purpose for Phase 1. The Town entitlement is 10% of the subdivided lands for parkland dedication in Phase 2. Council may take this in a combination of land and cash in lieu should they deem that to be the most appropriate. The land values are currently not known; whether to defer the Phase 2 Parkland entitlement to Phase 3 of the development was discussed.

Staff will be meeting with the developers regarding land valuation and the timing of allocating the parkland dedication in advance of the Committee of Council meeting and will bring this item forward for further discussion to the CofC meeting.

b. Scottsview Meadows Subdivision – Lot 21-20 to 21-23 & Lot 21-26 to Lot 21-27 – Narrow Lot Subdivision Application

Staff received a proposal from Developers to Subdivide Lot 21-20 to 21-23 & Lot 21-26 to Lot 21-27 to Narrow lots with the plan to develop Single Family Dwellings, either single storey or two storey dwellings, similar to those on Jessie Street.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend to Council that the proposed subdivision be approved.

c. 67-73 Mercedes Drive (PID 1112275) – Application for Additional Dwelling Units

Staff received a proposal from the owners of the two Multi-Unit Dwellings to convert the unused common space to Bachelor Apartments. The Owners plan to keep the office and Gym space that is regularly being used but not the common space that is not being utilized. Council has the discretion to approve the Change in Use of Space. This change would generate two more dwelling units which are currently needed.

It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend to Council that the application for the additional units be approved.

d. PID 406926 – Rezoning Application

Staff advised that a proposal was received for the subdivision of 1 acre of land off PID 406926 (across from the TFSC) and to have that acre zoned as C1 with plans for a Dairy Bar/Restaurant development. Adjacent properties are zoned as Rural Residential. Staff suggested the proposal be sent to a Public Meeting to notify surrounding residents.

It was moved by Councillor Frizzell and seconded by Councillor Campbell that Council approve holding a public meeting for consideration of this application.

e. 298 Main Street (PID 245969) – Rezoning Application

Staff informed Council that this property was once zoned as C1 under Bylaw 414 but was changed to PURD under Bylaw 422 during the official Plan and Bylaw Review in 2022. The current resident of the property has requested the property be rezoned back to C1.

It was moved by Councillor Campbell and seconded by Councillor Frizzell that Council approve holding a public meeting for consideration of this application

8. OTHER BUSINESS

NIL

9. IN-CAMERA

NIL

10. NEXT MEETING

The next Planning Committee meeting will be held Wednesday, May 7, 2025, at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 6:02pm.



Jill MacIsaac, Deputy Mayor
Chair, Planning Committee



Spencer Hay
Manager, Planning & Development

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
April 16, 2025, 4:30 PM**

Chair: Mayor Minerva McCourt

Present: Councillor Elaine Barnes
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Regrets: Deputy Mayor Jill MacIsaac

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

CALL TO ORDER

Mayor Minerva 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 Barnes and seconded by Councillor Campbell that the agenda be approved as circulated with the addition of May Council Meeting Date Change.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Councillor Frizzell will recuse himself for section 13-b as this is a client of his work with ESD Canada.

ADOPTION OF PREVIOUS MINUTES

March 19, 2025 - It was moved by Councillor Campbell and seconded by Councillor Stevenson that the minutes of March 19, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Beth Clinton – Regional Librarian – PEI Public Library Services: Beth thanked Council for the opportunity to present. She noted that the 25 libraries across the Island share the collection. E-books make the library a 24/7 service. The library is now more than just books, other non-traditional items include snowshoes and musical instruments. 2024 was a remarkably busy year for library events in Cornwall. She noted that with staff working alone most times, that they would like the Town to consider a panic button be installed at a future date.

PLANNING

- a) Reports/Minutes –
 - Public Meeting Minutes - March 25, 2025 (draft) – included in the package.
 - April 2, 2025 (draft) – included in the package.
- b) Information Items – Nil
- c) Request for Decision –

Emerald Heights Subdivison (PID 684639) – It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that Council grant Preliminary Approval of the Amended Development Concept for Emerald Heights Subdivision (PID 684639), subject to the submission and review of additional documents including but not limited to legal survey plans and engineered drawings to finalize development conditions and grant final Approval and also subject to the Developer entering into a Subdivision and Development Agreement with the Town.

- Manager Hay noted that the conversation at the public meeting was mostly around the buffer zone. Most comments were positive. There was discussion on keeping the open areas in their natural state.

Scottsview Meadows Subdivision – Lot 21-37 – Change of Use– It was moved by Councillor Campbell and seconded by Councillor Herlihy to bring forth a resolution to Council that Council grant Approval of the Amended Development Concept for Lot 21-37 Samantha Lane (portion of PID 1148626), subject to a revised plan being submitted including provisions for nine (9) parking spaces (1.5 per unit) and a physical buffer along the eastern property boundary shared with PID 561803 and also subject to the Developer entering into a Development Agreement with the Town.

- Manager Hay noted that the Town received additional information from the planning consultant and the change of use request falls under the current bylaw and is at the discretion of Council. A letter was sent out to one home without a response. The updated plan proposes consolidated driveways which gives the perception of more green space and meets the parking requirements. Council can mandate specific requirements in the Development Agreement such as having a buffer between the development and the single-family dwelling.

Scottsview Meadows Phase 2 – Parkland Dedication – It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that Council approve Parcel OS1 and Parcel E7 complete with a fully constructed trail as Parkland Dedication for Scottsview Meadows Subdivision Phase 2, subject to the Developer entering into a Parkland Dedication Agreement with the Town;

Scottsview Meadows – Narrow Lot Subdivision – It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Council grant Approval for the subdivision of Lots 21-20 to 21-23 and 21-26 to 21-27 on Samantha Lane (a portion of PID 1148626) in Phase 1 of the Scottsview Meadows Subdivision to create 12 Narrow Lots rather than 6 Semi-Detached Lots, as depicted in the Preliminary Plan of Survey drawing 25016-1, prepared by Sandstone Surveying & Engineering and dated February 10, 2025.

67-73 Mercedes Drive (PID 1112275) – It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that Council grant Approval for the creation of one (1) additional dwelling unit to each of the two (2) 24-unit Apartment Buildings located at 67 & 73 Mercedes Drive (PID 1112275) through the conversion of one common space in each building.

Public Meeting for 2 Rezoning Applications (PID 406926 & 298 Main Street PID 245969) – It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Council approve the scheduling of a Public Meeting to solicit input from the public on the Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street) at a date to be determined in May 2025.

FINANCE/ADMINISTRATION

- a) Request for Decision –

May Meeting Date Change – It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forth a resolution to Council that Town of Cornwall May monthly council meeting be held on Tuesday May 27 at 4:30pm in the council chambers. There will not be a quorum available for the regular date of May 28th.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – March 10, 2025 (draft) – included in the package. Councillor Herlihy provided the following updates:
- Water School will run the week of April 28th. It has been a very successful program.
 - The department will be hiring an Environmental Student for the summer.
 - The Dandelion Festival sub committee meets regularly for the May 24th event.

- Congratulations to CAWG on their new logo. Hannah MacLean designed the tree in the shape of a waterway.
- CAWG received a request from Sally MacDonald to plant oak trees in various Town locations in memory of Josh and Oliver Underhay. Councillor Frizzell suggested that there should be a policy in place for requests such as this. After some discussion it was decided that Manager Meunier would coordinate with Sally on planting at the Community Gardens for now until a policy is established. CAWG will maintain the trees.

b) Information Items – Nil

c) Requests for Decision – Nil

Councillor Campbell left the meeting at 6:13pm and returned at 6:16pm.

Councillor Herlihy left the meeting at 6:16pm and returned at 6:19pm.

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – April 2, 2025 (draft) – included in the package. Councillor Frizzell provided the following updates:
- There was a presentation from Danielle Hennessey of the PEI Youth Justice Commission about their services and potential partnership with the Town on the Provincial Youth Justice Program.
 - The E-Watch technician met with Public Works Manager Longmoore to see potential sites for the E-Watch cameras. CAO Coady will arrange a time for the Council to tour the E-Watch headquarters.
 - CAO Coady noted that the RCMP are scheduled to take possession of the keys for their new detachment on April 30 and begin the move in process.
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.

b) Information Items – Nil

c) Requests for Decision –

Collaboration with PEI Youth Justice Services – It was moved by Councillor Frizzell and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall Council directs town administration to participate in this Provincial Youth Justice Program to the extent possible.

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – Manager’s Report – April 2025. Councillor Stevenson provided the following updates:
- The Town’s 30th birthday celebration went very well with a lot of great feedback. The video of the mascot revealing went viral on social media.
 - The Easter Eggstravaganza will take place at the Terry Fox Complex on Easter Monday 10am to 12pm. Lots of great family fun activities are planned.
 - The Community Yard Sale will take place May 24. Residents can book a table at the Cornwall Civic or register their address.
 - 90% of the booking requests at the Terry Fox Complex have been accommodated.
 - The Committee is working on the Wall of Fame policy. Councillor Frizzell has a nominee.
 - There has been a request for the NHL Legends game, after discussion, the Committee is not recommending that the Town host due to costs etc.

b) Information Items – Nil

c) Requests for Decision

TFSC Memorial Wall of Fame Policy – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall adopts the Cornwall Wall of Fame Policy and application.

PUBLIC WORKS

a) Reports/Minutes – The Committee did not meet.

b) Information Items – Nil

c) Requests for Decision – Nil

WATER/SEWER UTILITY

a) Reports/Minutes – The Committee did not meet.

b) Information Item – Nil

c) Requests for Decisions – Nil

CORRESPONDENCE

- a) **MADD Canada Message Yearbook Advertising** – It was moved by Councillor Herlihy and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of

Cornwall purchase a colour business card advertisement in MADD Canada's annual "Message Yearbook" for the cost of \$319 plus the applicable HST.

Councillor Frizzell left the meeting at 6:19pm.

- b) **Society of Saint Vincent de Paul** – Donation Request – It was moved by Councillor Campbell and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall donate five hundred dollars to the Society of Saint Vincent de Paul Cornwall Conference.

Councillor Frizzell returned to the meeting at 6:32pm.

- c) **Fibromyalgia Association of Canada** – It was moved by Councillor Campbell and seconded by Councillor Barnes to bring forth a resolution to Council that the Town of Cornwall illuminates the Cornwall Town Hall in purple in recognition of Fibromyalgia Awareness Day on May 12, 2025.
- d) **Huntington Society of Canada** - It was moved by Councillor Herlihy and seconded by Councillor Barnes to bring forth a resolution to Council that the Town of Cornwall illuminates the Cornwall Town Hall the week of May 26-31 in blue in recognition of Huntington Disease Awareness Month.

IN CAMERA

MGA s.119(1)(d) It was moved by Councillor Campbell and seconded by Councillor Frizzell that the meeting would move "in camera" at 6:38pm.

The meeting resumed regular session at 7:13pm.

ADJOURNMENT

The meeting was adjourned at 7:14pm.

Mayor Minerva McCourt, Chair

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, April 23, 2025
4:30 PM**

Present: Mayor Minerva McCourt – presiding
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: Deputy Mayor Jill MacIsaac

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There were no members of the public in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Councillor Frizzell moved, seconded by Stevenson, that the agenda be approved as circulated with the addition of Correspondence by Councillor Campbell.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Frizzell will recuse himself for section 9-b-2 due to a client relationship and the added Correspondence item due to a family connection.

APPROVAL OF THE MINUTES

- a) **March 26, 2025, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Campbell that the minutes of March 26, 2025, Regular Council Meeting be approved as circulated with the following amendments:
- Councillor Stevenson noted that he moved all the Budget Resolutions.
 - Councillor Stevenson would like the condolences for Pat Murphy amended to clarify that when Councillor Stevenson was president of the Young Liberals that Pat Murphy was a great supporter of Island youth.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

- i) **Public Meeting Minutes** – March 25, 2025 – included in the package.
- ii) **Minutes** – April 2, 2025 (draft) – included in the package.

b) **Resolutions:**

PL-02-2025 Emerald Heights Subdivision (PID 684639) Revised Development Plan

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town received a request to amend the Development Concept for Emerald Heights Subdivision (PID 684639) from a twelve (12) lot subdivision intended for 3-unit Townhouses (36 units total) to a seven (7) lot subdivision intended for Semi-Detached Dwellings (14 units total).

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 Preliminary Approval of the Amended Development Concept for Emerald Heights Subdivision (PID 684639), subject to the submission and review of additional documents including but not limited to legal survey plans and engineered drawings to finalize development conditions and grant final Approval and also subject to the Developer entering into a Subdivision and Development Agreement with the Town.

Motion Carried 5-0

PL-03-2025 Scottsview Meadows Subdivision – Lot 21-37 – Change of Use

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

Whereas: The Town received a request to amend the Development Concept for Lot 21-37 Samantha Lane (portion of PID 1148626) to allow the development of a six (6) unit townhouse.

And Whereas: Lot 21-37 was previously approved for either a Single-Family Dwelling or Semi-Detached Dwelling as part of Phase 1 of Scottsview Meadows Subdivision.

And Whereas: Lot 21-37 is zoned PURD and Ground-Oriented Housing in the PURD zone having more than four (4) units is a Special Permit Use requiring Council approval.

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 of the Amended Development Concept for Lot 21-37 Samantha Lane (portion of PID 1148626), subject to a revised plan being submitted including provisions for nine (9) parking spaces (1.5 per unit) and a physical buffer along the eastern property boundary shared with PID 561803 and also subject to the Developer entering into a Development Agreement with the Town.

Motion Carried 5-0

PL-04-2025 Scottsview Meadows Phase 2 – Parkland Dedication

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Cory Stevenson**

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

And Whereas: The Developer shall be 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 OS1 and Parcel E7 as shown on preliminary survey Drawing No. 24038-L1 prepared by Sandstone Surveying and Engineering on March 18, 2025 for the purpose of satisfying parkland dedication requirements for the remainder of the Development.

And Whereas: The Developer has agreed to construct a trail in accordance with Towns granular trail Standard along the northern boundary of Parcel OS1 and Parcel E7.

Therefore, be it Resolved: That Council approve Parcel OS1 and Parcel E7 complete with a fully constructed trail as Parkland Dedication for Scottsview Meadows Subdivision Phase 2, subject to the Developer entering into a Parkland Dedication Agreement with the Town;

And Be it further Resolved: That final valuation for Parcels OS1 and E7 and trail, for parkland dedication purposes, will be a component of the parkland dedication agreement.

Motion Carried 5-0

PL-05-2025 Scottsview Meadows – Narrow Lot Subdivision

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

Whereas: The Town received an application to subdivide Lots 21-20 to 21-23 & 21-26 to 21-27 on Samantha Lane (a portion of PID 1148626) in Phase 1 of the Scottsview Meadows Subdivision to create 12 Narrow Lots rather than 6 Semi-Detached Lots;

And Whereas: The amendment of the Development Concept for Phase 1 from 100% Semi-Detached Dwelling lots to a combination of Semi-Detached Dwellings and Narrow Lot Single-Detached Dwellings was approved by Council on March 27, 2024 (PL-06-2024);

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 grant Approval for the subdivision of Lots 21-20 to 21-23 and 21-26 to 21-27 on Samantha Lane (a portion of PID 1148626) in Phase 1 of the Scottsview Meadows Subdivision to create 12 Narrow Lots rather than 6 Semi-Detached Lots, as depicted in the Preliminary Plan of Survey drawing 25016-1, prepared by Sandstone Surveying & Engineering and dated February 10, 2025.

Motion Carried 5-0

PL-06-2025 67-73 Mercedes Drive (PID 1112275) – Additional Dwelling Units

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

Whereas: The Town received Development Permit Applications for the addition of one (1) dwelling unit to each of the two (2) 24-unit Apartment Buildings located at 67 & 73 Mercedes Drive by converting one common space in each building;

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 grant Approval for the creation of one (1) additional dwelling unit to each of the two (2) 24-unit Apartment Buildings located at 67 & 73 Mercedes Drive (PID 1112275) through the conversion of one common space in each building.

Motion Carried 5-0

PL-07-2025 Public Meeting Re:2 Rezoning Applications – PID 406926 and 298 Main Street

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street);

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 Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street) at a date to be determined in May 2025.

Motion Carried 5-0

COMMITTEE OF COUNCIL

a) Minutes/Reports:

- i) **Minutes** – March 19, 2025 - included in the package.

b) Resolutions:

COC-16-2025 MADD Canada Message Yearbook Advertising

Moved by Councillor Judy Herlihy
Seconded by Councillor Corey Frizzell

Whereas: On average, four Canadians are killed and 175 are injured every day as a result of impaired driving;

And Whereas: MADD Canada is a registered non-profit agency whose mission is “to stop impaired driving and support victims of that violent crime”;

And Whereas: MADD Canada annually publishes a “Message Yearbook” which is supported by the sale of advertising in the yearbook and the Town of Cornwall wishes to support MADD Canada in pursuit of the fulfillment of its mission;

Therefore, be it Resolved: That the Town of Cornwall purchase a colour business card advertisement in MADD Canada’s annual “Message Yearbook” for the cost of \$319 plus the applicable HST.

Motion Carried 5-0

Councillor Frizzell left the meeting at 4:54pm

COC-17-2025 Society of Saint Vincent de Paul Donation

Moved by Councillor **Steven Campbell**

Seconded by Councillor **Judy Herlihy**

Motion Carried 6-0

Whereas: The Society of Saint Vincent de Paul (SSVP) is a very active organization of volunteers helping those in need, in a variety of areas, in the Cornwall area;

And Whereas: THE SSVP operates a local food bank and provides assistance for among other things: rent, utilities, and fuel oil to those in need;

And Whereas: The Town of Cornwall desires to assist the SSVP in the provision of these and other very important services;

Therefore, be it Resolved: That the Town of Cornwall donate five hundred dollars to the Society of Saint Vincent de Paul Cornwall Conference.

Motion Carried 4-0

Councillor Frizzell returned to the meeting at 4:55pm

COC-18-2025 Fibromyalgia Association of Canada – Light Up Town Hall

Moved by Councillor **Steven Campbell**

Seconded by Councillor **Elaine Barnes**

Whereas: May 12, 2025 is the 33nd anniversary of Fibromyalgia Awareness Day as recognized by the World Health Organization, and a campaign of illuminating public buildings and landmarks to raise awareness in Canada has been ongoing since May 12, 2022, and the Town of Cornwall has partaken in that campaign;

And Whereas: The Fibromyalgia Association of Canada has requested that the Town of

Cornwall again illuminate the Cornwall Town Hall, in purple, in recognition of Fibromyalgia Awareness Day on May 12, 2025;

Therefore, be it Resolved: That the Town of Cornwall illuminates the Cornwall Town Hall in purple in recognition of Fibromyalgia Awareness Day on May 12, 2025.

Motion Carried 5-0

COC-19-2025 Huntington Society of Canada – Light Up Town Hall

Moved by Councillor Judy Herlihy
Seconded by Councillor Elaine Barnes

Whereas: Huntington Disease (HD) is a genetic brain disorder with physical, mental, and emotional symptoms and there is no known cure;

And Whereas: Every year in May, Huntington Disease Awareness Month, buildings, and structures across Canada and around the world light up in blue during the #LightItUp4HD campaign and the Town of Cornwall would like to participate in this campaign;

Therefore, be it Resolved: That the Town of Cornwall illuminates the Cornwall Town Hall the week of May 26-31 in blue in recognition of Huntington Disease Awareness Month.

Motion Carried 5-0

Councillor Stevenson and Councillor Barnes requested that posts be made in conjunction with Town Hall lighting to promote the causes.

COC-20-2025 Date Change – May Regular Meeting of Council

Moved by Councillor Judy Herlihy
Seconded by Councillor Elaine Barnes

Whereas: Several members of Town Council will be unavailable for the regular monthly council meeting that is scheduled to be held on May 28, 2025 and there will not be a quorum in attendance to allow the meeting to proceed;

Therefore, be it Resolved: That the Town of Cornwall May monthly council meeting be held on Tuesday May 27 at 4:30pm in the council chambers.

Motion Carried 5-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

i) **Minutes** – April 14, 2025 – Minutes were not available for the package.

Councillor Herlihy provided the following updates:

- Water School will take place next week in partnership with CAWG for the Eliot River grade 5 students.
- Congratulations to CAWG on the new logo designed by Hannah MacLean in the shape of a waterway.
- The Dandelion Festival will take place on May 24th at Cornwall Town Hall.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

i) **Minutes** – April 2, 2025 (draft) – included in the package. Councillor Frizzell provided the following updates:

- Danielle Hennessey from Youth Justice Services presented to the Committee regarding a potential collaboration with the Town on youth programs and services.
- There will be more information on the E-Watch cameras at the next meeting. CAO Coady advised that the E-Watch technician was out assessing potential camera locations.
- Transit numbers have increased again. March 2025 was up 12.3% over March 2024.
- CAO Coady is attempting to coordinate site visits for the E-Watch office and the new RCMP facility.
- Councillor Campbell thanked the RCMP for the great work issuing 100 tickets in a month.

b) Resolutions:

MES-01-2025 Provincial Youth Justice Program

Moved by Councillor **Corey Frizzell**

Seconded by Councillor **Judy Herlihy**

Whereas: Provincial Youth Justice Services has requested that the Town of Cornwall partner with them by providing Community Service Work opportunities to participants in their youth justice programs;

And Whereas: The Town of Cornwall has intermittently provided such opportunities for individuals in these types of programs and believes that providing work opportunities, guidance,

and encouragement to at risk youth is of potential long-term benefit to the individual, our town and our society as a whole;

Therefore, be it Resolved: That the Town of Cornwall Council directs town administration to participate in this Provincial Youth Justice Program to the extent possible.

Motion Carried 5-0

Councillor Frizzell thanked Council for supporting the resolution.

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Minutes** – March 12, 2025 (draft) included in the package.
- ii) **Manager's Report** – April 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The 30th birthday celebration of the Town of Cornwall was an illustration of community pride. There was a slideshow of past and present Council and staff. The video of the new mascot, Maizey, has gone viral on social media. Thank you to staff, volunteers and everyone that attended. Councillor Barnes noted that it was great to see so many Councillors in attendance and thanked them for their many contributions. Mayor McCourt also noted that we wouldn't be here if not for the work of previous Councils.
 - Weather was not favorable for an outdoor Easter event but the pivot to an indoor event was very successful.
 - Community Yard Sale will take place May 24. Residents can register their address or sign up for a table at the Cornwall Civic Centre.
 - Councillor Frizzell thanked the Committee for the opportunity to attend their recent meeting for a discussion on sports tourism.

b) Resolutions:

PR-03-2025 TFSC Wall of Fame Policy

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Steven Campbell**

Whereas: The Town of Cornwall Established the Wall of Fame at the Terry Fox Complex;

And Whereas: The policy for eligibility and nomination process is to be reviewed every three years;

And Whereas: The Parks and Recreation Committee and the Committee of Council have reviewed the policy and application at meetings held on April 9 and 16 2025;

Therefore, be it Resolved: That the Town of Cornwall adopts the Cornwall Wall of Fame Policy and application.

Motion Carried 5-0

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes:** The Committee did not meet. Councillor Campbell noted that the department is in the process of switching from snow to summer projects.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

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

Councillor Frizzell left the meeting at 5:22pm.

CORRESPONDENCE

Coc-21-2025 Team PEI U18 Football Sponsorship

Moved by Councillor **Steven Campbell**
Seconded by Councillor **Cory Stevenson**

Be it Resolved: That the Town of Cornwall be a meal sponsor for Team PEI U18's at the 2025 Atlantic Bowl Tackle Football Championship, to be held in St. John's Newfoundland from July 7th – 13th 2025, for the amount of \$250.

Motion Carried 3-1

Councillor Frizzell returned to the meeting at 5:30pm

OTHER BUSINESS

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:12pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**TOWN OF CORNWALL
RESOLUTION**

DATE: April 23, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-07-2025 – Public Meeting
Rezoning Applications

MOTION CARRIED

15-0

MOTION LOST

MOTION WITHDRAWN

Moved by Councillor

Corey Frizzell

Seconded by Councillor

Steven Campbell

Whereas: The Town received Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street);

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 Applications to rezone PID 2459690 (298 Main Street) and PID 406926 (Main Street) at a date to be determined in May 2025.

Town of Cornwall
Planning Committee Meeting
May 7, 2025, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Corey Frizzell, Steven Campbell
Staff: Spencer Hay, Jessie Murray, Kevin Coady
Other: None
Regrets: None
Public: 4

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3. APPROVAL OF AGENDA

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as read.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

NIL

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of April 2, 2024, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. PID 406926 – Rezoning Application

Spencer noted that the Acting Traffic Manager verbally stated that they would be able to provide access to the property as it has been de-classified from a highway, however no surveys have been performed at this time.

This application will be presented in a Public Meeting scheduled for May 22nd at 7:00 at the APM Centre.

- b. 298 Main Street (PID 245969) – Rezoning Application
This will be going to Public Meeting (May 22nd at 7:00pm at APM Centre)

7. NEW BUSINESS

- a. 33 Nevin Lane (PID 871475) – Lot Coverage Variance Application

It was brought to the Towns attention that the subject property has a number of unpermitted structures. Staff is working with the Resident to bring the property into conformance, however there is an RV with a stand alone deck situated on the property in a permanent manner. The Resident has been informed to remove the deck and to situate the RV on the property in a temporary manner.

Mr. Hay requested guidance on how to proceed in future with RVs on properties and how these situations should be governed. Residents are entitled to store RVs on their property but at what point would the Town consider it permanent and therefore potentially inhabited. Currently, neither Bylaw #221 nor Bylaw #422 address this.

The Resident was openly inviting to view the RV to show that it is not being used, based on that how do we govern potential changes that may not be visible.

By request from Councill, Staff will pull historical records for examples and bring back to CoC.

- b. 99-103 Kingston Road (PID 459222) – Multi-Unit Development Application

An application was received for a Multi-Unit Development including 3 apartment buildings with a total of 105 residential units comprised of nine (9) studio units, twelve (12) one (1) bedroom units, seventy-two (72) two (2) bedroom units and twelve (12) three (3) bedroom units.

There is currently a single-family home, and an accessory building situated on the property. An application will be made to sever the single family home from the parent parcel when approval of the apartment development is granted.

The Developer has secured a cooperative agreement with the Province for twenty-four (24) of the units to be affordable.

The Developer is aware of the Town's sewer easement across the property, and it will be considered during the design process. The Developer has requested formal approval of the proposed driveway accesses from the Province. Driveway approval will be a consideration of the Towns approval.

Mr. Hay mentioned that based on previous correspondence with the province there is no reason to deny the driveway accesses, however, there has been no survey or investigation performed at this time with respect to this proposal.

Councillor MacIsaac requested conformation of the zone and whether the proposal would be considered a special permit use in the zone. Mr. Hay advised the property is zoned as R4 and due to the total number of units being greater than 12 units, this will be a Special Permit.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to recommend to Council that the application for special permit approval be granted.

- c. 91 Kingston Road (PID 503334) – Unpermitted Accessory Structure

Town development officers conducted a site visit to determine if any actions were taken to conform with previous requests to remove the unpermitted accessory structure from the subject property. Steps have been taken to try and bring the structure into conformance with the bylaw;

however, Mr. Hay noted that the Planning Department did not provide an order to conform but were rather an order to remove the structure from the property.

Councillor Campbell noted there is a dumpster in the driveway currently and clean-up has commenced.

As the issued order has not been complied with, the next action will be to consult legal council.

d. Temporary Signage Removal Procedure

Bylaw #422 was amended last year to prohibit temporary advertisement signage in the Town. The current procedure is to remove the signage, collect it and allow a week to be picked up or they will be discarded.

Councillor Frizzell proposed giving a penalty or requirement of paying a fine in order to pick up the pulled signage.

Staff will develop a draft policy and present it to CoC.

e. Emerald Heights Subdivision (PID 684639) Parkland Dedication

Preliminary approval of the Emerald Heights Subdivision was granted at the April Council meeting. The proposed green space that is being offered to the Town includes Parcel O-1, Parcel O-2 and Parcel W-1. Parcel W-1 is currently occupied by the trail and the Town has already committed to accepting it as parkland dedication. In order to ensure the buffer requested by existing residents of Sunshine Meadows Drive Parcel O-1 and Parcel O-2 would need to be accepted for parkland dedication as well.

The three (3) parcels being proposed for Parkland Dedication will satisfy the 10% parkland dedication requirement for the entire property and there will be no further parkland dedication entitlement for future development of the property.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to recommend that Council accept Parcel O-1, Parcel O-2 and Parcel W-1 as parkland for the emerald Heights Subdivision Development.

f. 1540 Warren Grove Road (old Red Rock Building) (PID 464875) – Severance Application with Reduced Frontage

Staff has been working with Project Guppy to develop a new daycare facility for the last year. As a result of private dealings with the Province they are required to subdivide the property. The severance will require Council approval due to proposed reduced frontage as a result of the Severance.

The property currently has 140ft of frontage on Warren Grove Road, Bylaw #422 requires minimum 100ft of road frontage for lots in the C1 zone. The proposed subdivision will result in the two properties having approximately 70ft frontage. Approval for driveway access for the new lot will be required from the Province. Bylaw #422 indicates that a dedicated access is required for a subdivision to be approved.

Approval from council for the reduced frontage will be required before proceeding with subdivision approval and subsequently consideration of the daycare development

Concerns on parking from Council were discussed.

Mr. Hay mentioned that Bylaw #422 does not define parking requirements for daycares. Calculations have been done to allocate 10 spots for employees and with anticipated capacity for 50 children and consideration of a half hour window for drop-off and pick-up, it was calculated to allow for 10 additional spots, totalling 20 parking spots.

The Province has reached out to the Town and suggested that The Town of Cornwall sell a corner lot adjacent to the property to the applicant. This sale would allow a new driveway access point to be developed off of Lakeview Drive.

Councillor Frizzell suggested that the Town make an exception for this development and create an agreement to allow parking on adjacent properties to be used to satisfy parking requirements for the daycare.

Mr. Hay expressed that this may cause problems down the road if the property is ever sold and also mentioned that the Province has strongly urged that the Town does not provide any variance for parking with childcare facilities due to complaint driven issues with existing childcare facilities not having adequate parking.

Councillor MacIsaac suggested to approve the reduced frontage to CoC.

The Developers expressed their interest in purchasing additional property. Planning Committee requested that a formal letter of interest be submitted to the Town and directed that the Planning Department collect information about the property and bring to CoC for further discussion.

Moved by Councillor Frizzell and seconded by Councillor Campbell that Council approve the reduced frontage.

8. OTHER BUSINESS
NIL

9. IN-CAMERA
NIL

10. NEXT MEETING

The next Planning Committee meeting will be held Wednesday, June 4, 2025, at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 6:02pm.



Jill MacIsaac, Deputy Mayor
Chair, Planning Committee



Spencer Hay
Manager, Planning & Development

First Name	Last Name	Address Line 1	Address Line 2	City	Province	Postal Code
RONALD W	MACKINLEY					
DONALD	REGIONAL ADMINISTRATIVE UNIT NO. 3					
	GODFREY					
	GOVERNMENT OF PRINCE EDWARD ISLAND					
PAUL VICTOR & MARY ELLEN	MACDONALD					
EFTEKHAROLSADAT	HOSSEINI & HOMAYON SAYAFI					
APRIL	MACDOUGALL					
JIMMY	ROWLEY					
MARY	MACDONALD					
NICHOLAS	GREEN					



Town of
CORNWALL
so much to offer...

15 Mercedes Drive
P.O. Box 430
Cornwall, PE
COA 1H0

Regular Mail

May 12, 2025

RONALD W MACKINLEY
[REDACTED]
[REDACTED]

RE: Rezoning Application for Portion of PID 406926 on Main Street

Please be advised that the Public Meeting scheduled for Thursday, May 22, 2025, at 7:00pm at the APM Centre.

The Town of Cornwall has received an application to rezone a portion of PID 406926 on Main Street from Agriculture Reserve (A1) to General Commercial (C1). Please see page 2 for reference on the location.

Pursuant to Section 22 of the Town of Cornwall *Zoning and Subdivision Control (Development) Bylaw #422*, all properties within 75m (246.1ft) of the subject Property shall receive notice of such application. You are hereby notified that Council is considering said application.

The Rezoning Application will be presented at a Public Meeting held on Thursday, May 22, 2025 at 7:00pm at the APM Centre, 35 Mercedes Drive, Cornwall. Council welcomes the public's comments at this meeting, or by addressing the Town in writing. All comments will be accepted on or before June 2, 2025. Letters may be dropped off to Town Hall, mailed to the Planning & Development Department (PO Box 430, Cornwall, PE COA 1H0), or by email (tocplanning@cornwallpe.ca).

Planning & Development Department
Town of Cornwall
tocplanning@cornwallpe.ca
902-566-2354

Tel. (902) 566-2354 Fax: (902) 566-5228

Email: town@cornwallpe.ca

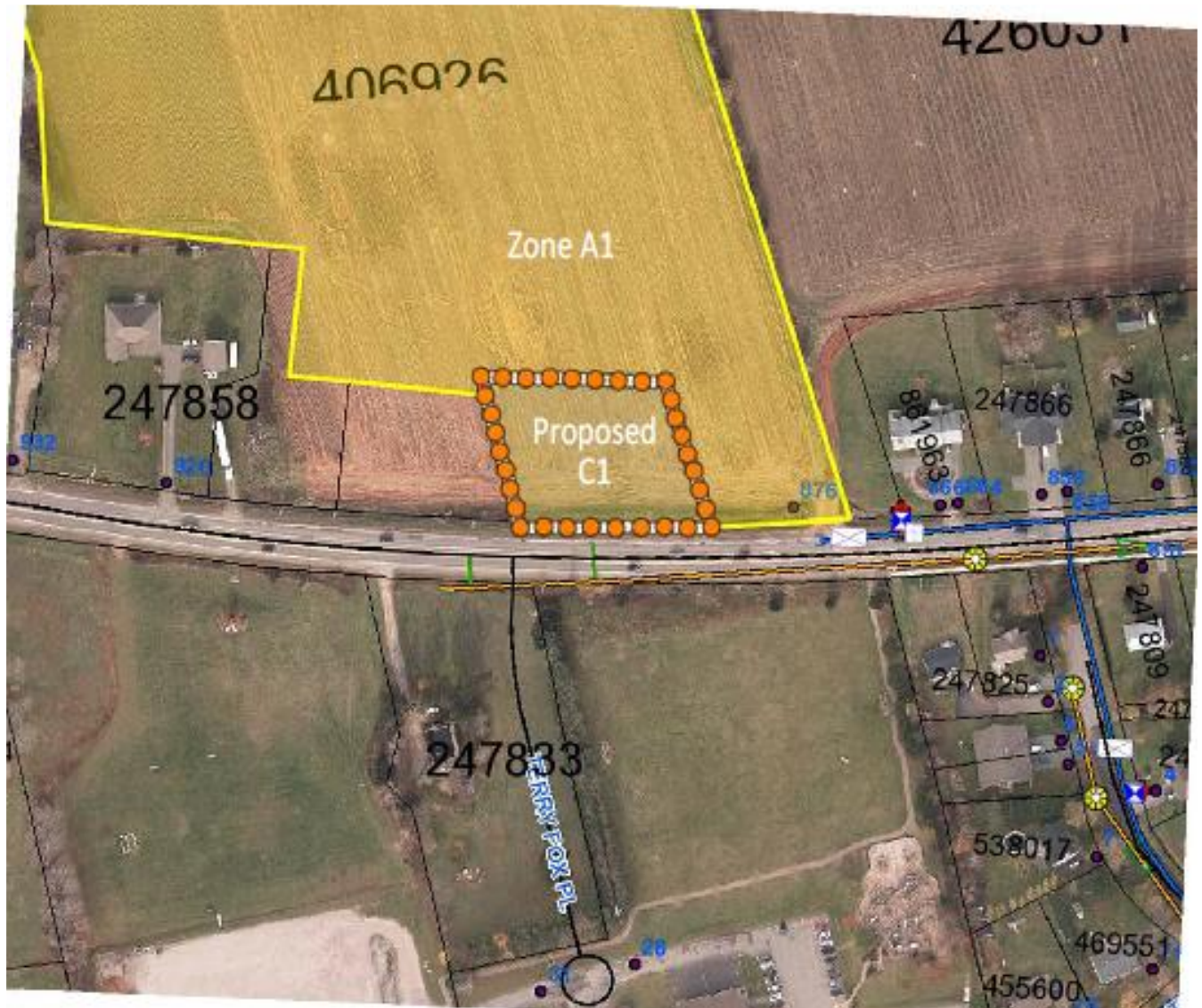
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C0A 1H0

Regular Mail

May 12, 2025

REGIONAL ADMINISTRATIVE UNIT NO. 3
PO BOX 8600
CHARLOTTETOWN, PE C1A 8V7

RE: Rezoning Application for Portion of PID 406926 on Main Street

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May 12, 2025

DONALD GODFREY
[REDACTED]
[REDACTED]

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May 12, 2025

GOVERNMENT OF PRINCE EDWARD ISLAND
PO BOX 2000
CHARLOTTETOWN, PE C1A 7N8

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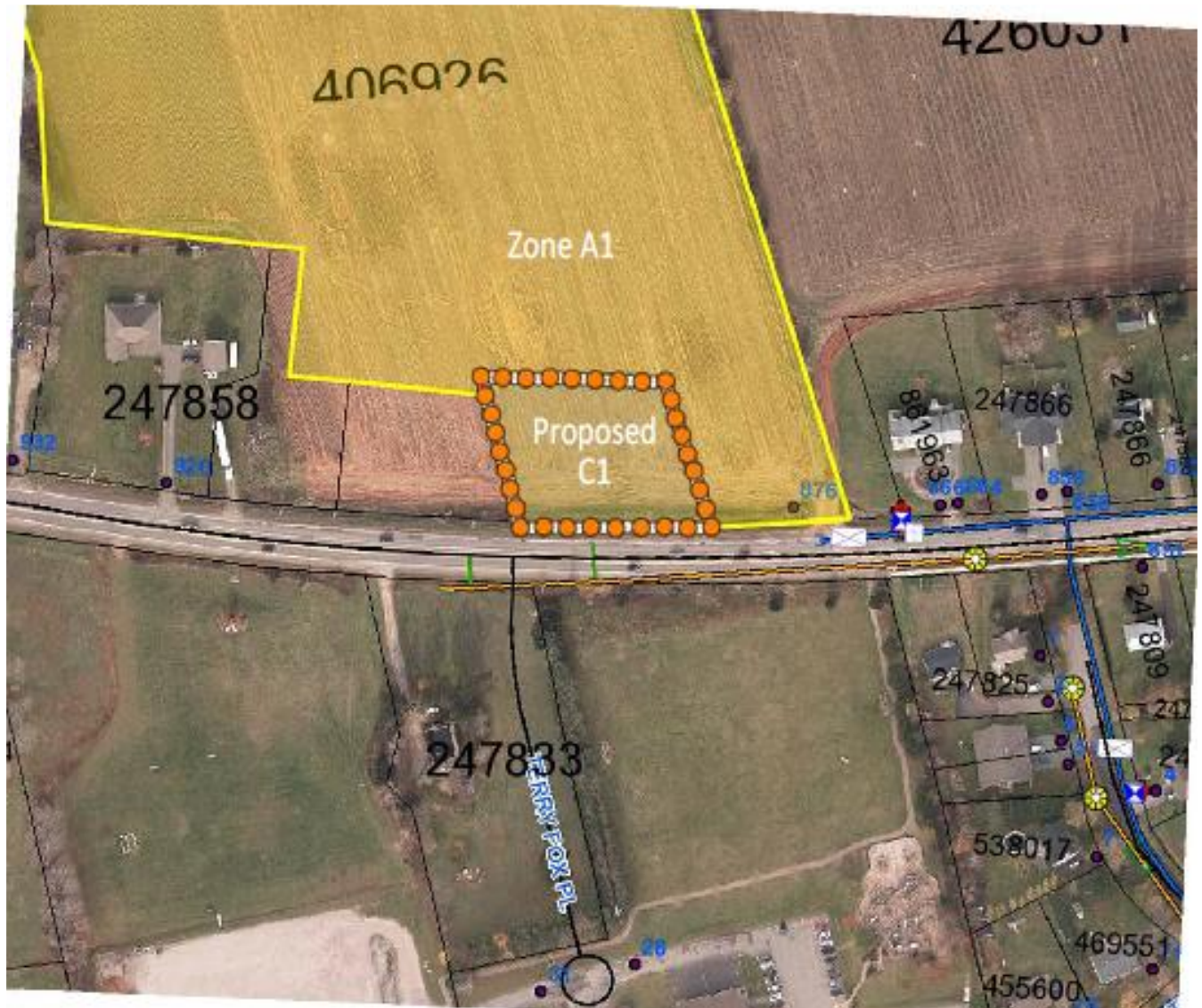
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PAUL VICTOR & MARY ELLEN & JEREMY MACDONALD
[REDACTED]
[REDACTED]

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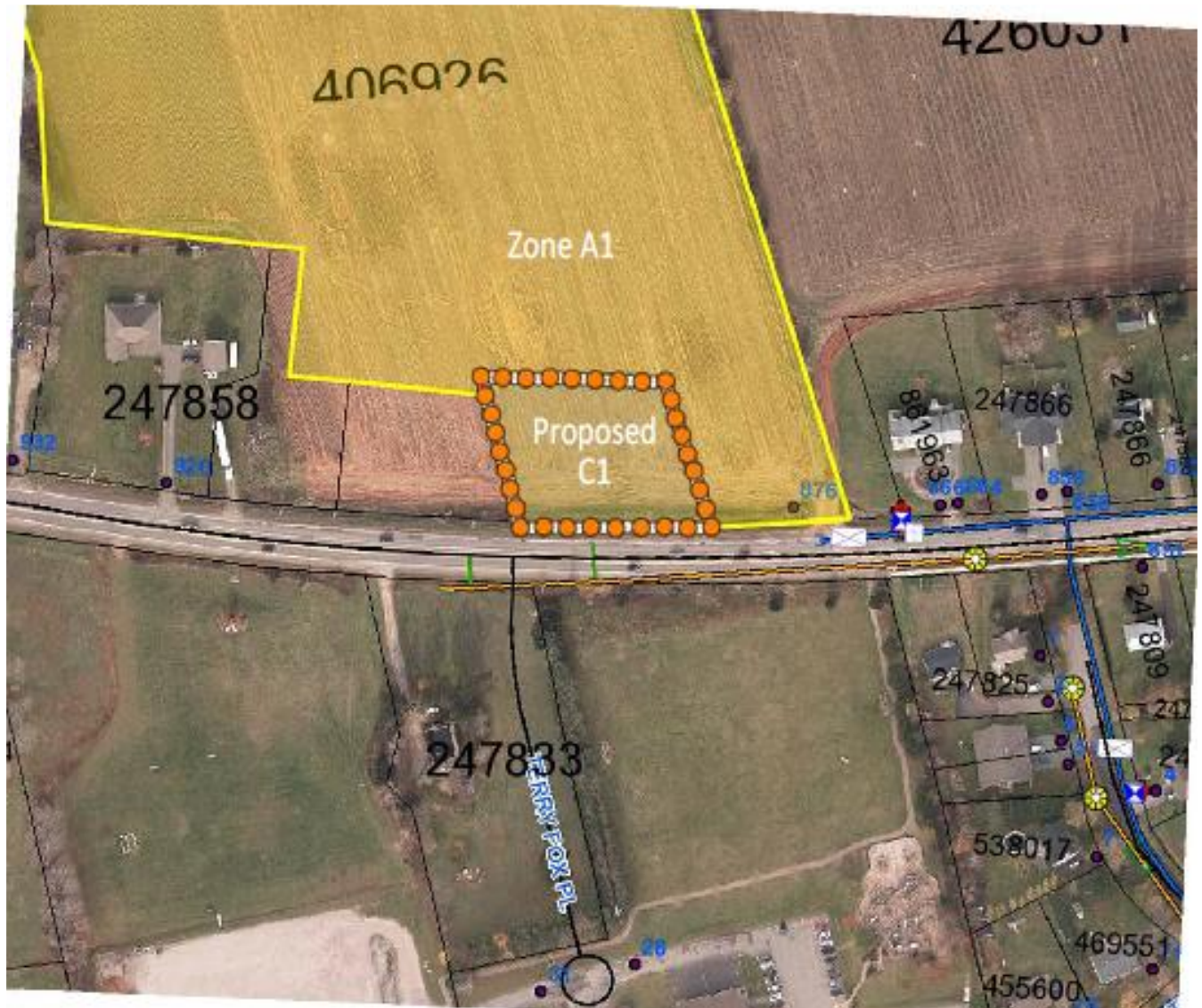
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EFTEKHAROLSADAT HOSSEINI & HOMAYON SAYAFI
[REDACTED]
[REDACTED]

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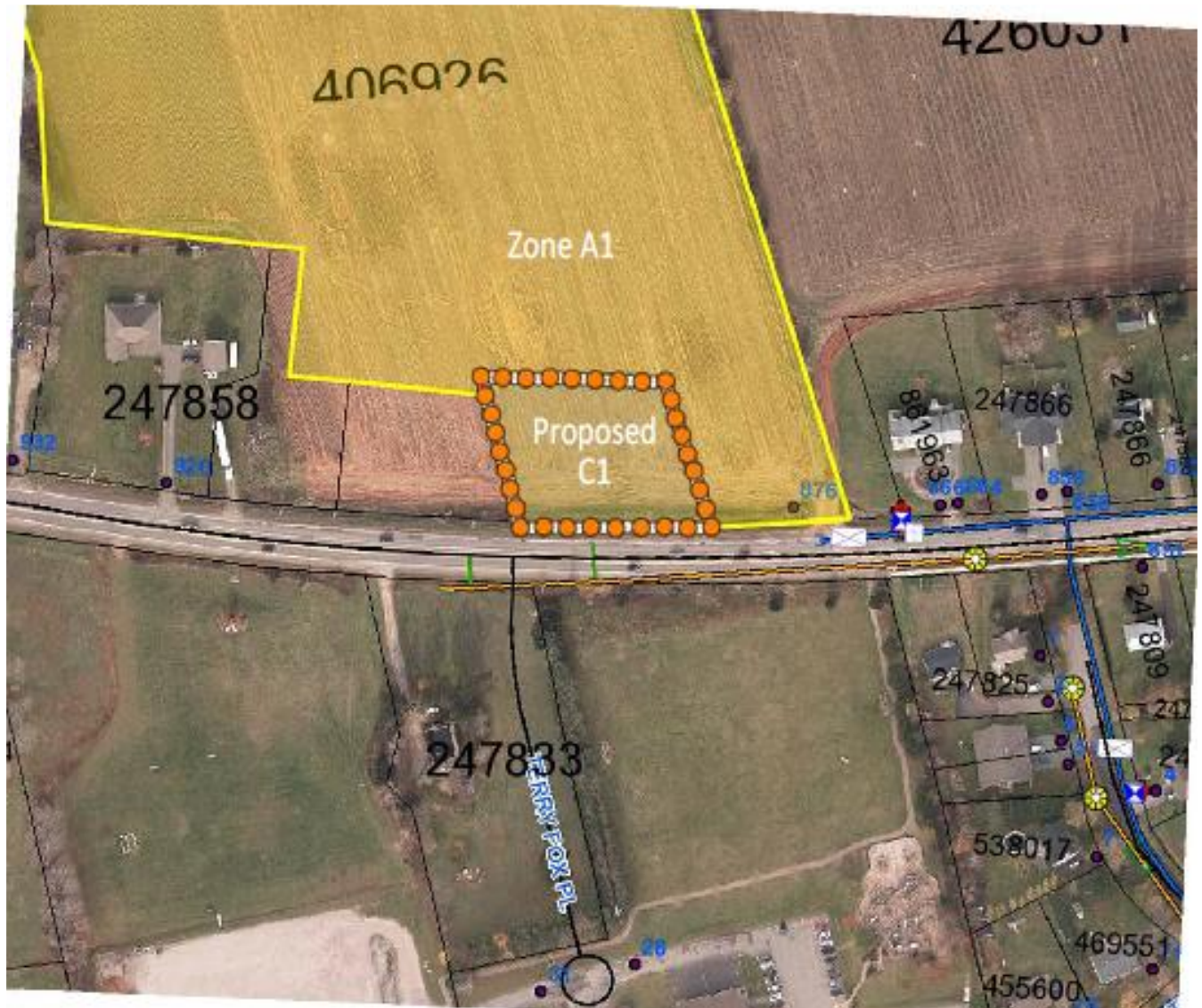
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APRIL MACDOUGALL
[REDACTED]
[REDACTED]
[REDACTED]

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JIMMY ROWLEY
[REDACTED]
[REDACTED]

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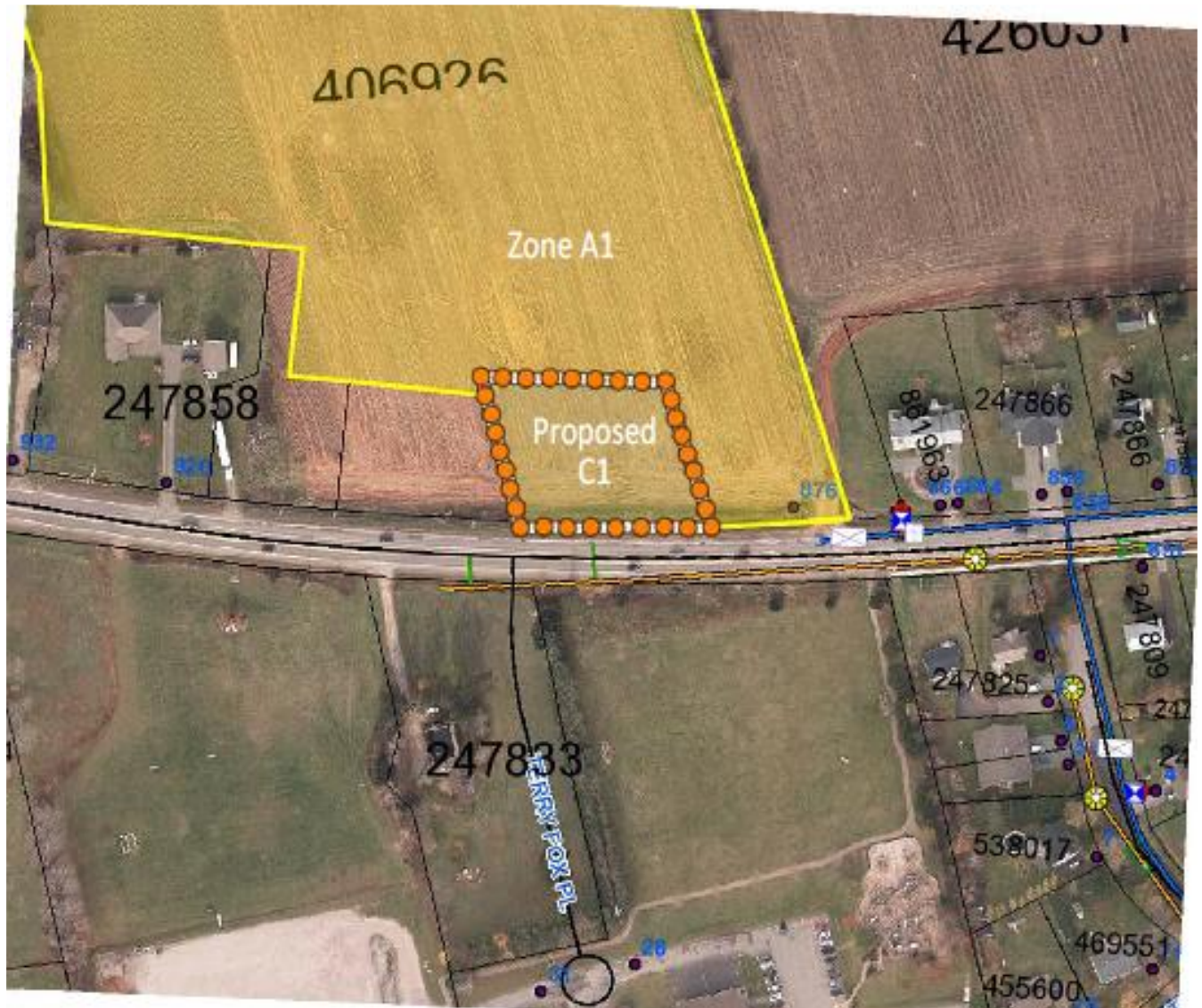
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MARY MACDONALD
[REDACTED]
[REDACTED]

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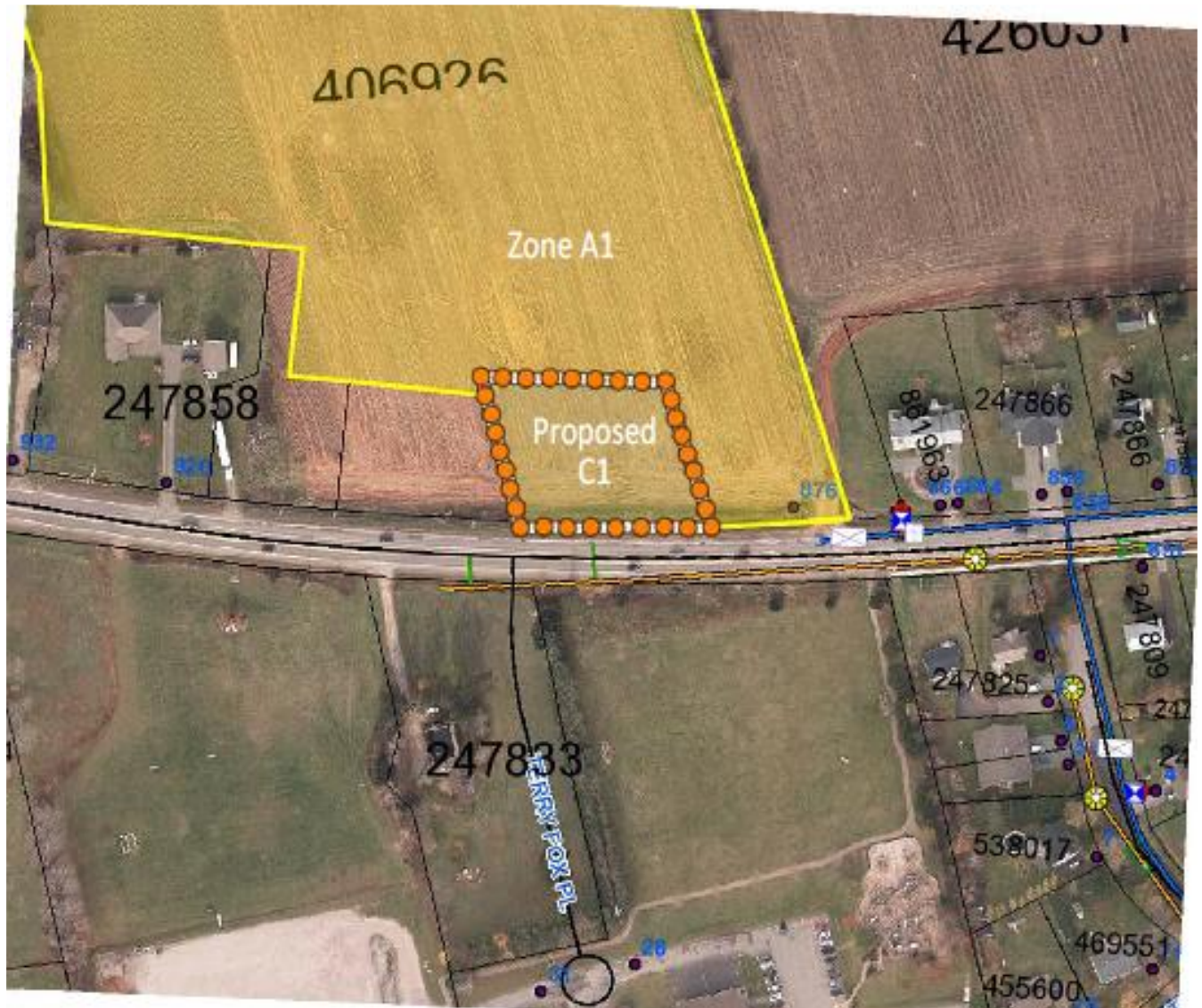
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NICHOLAS GREEN
[REDACTED]
[REDACTED]

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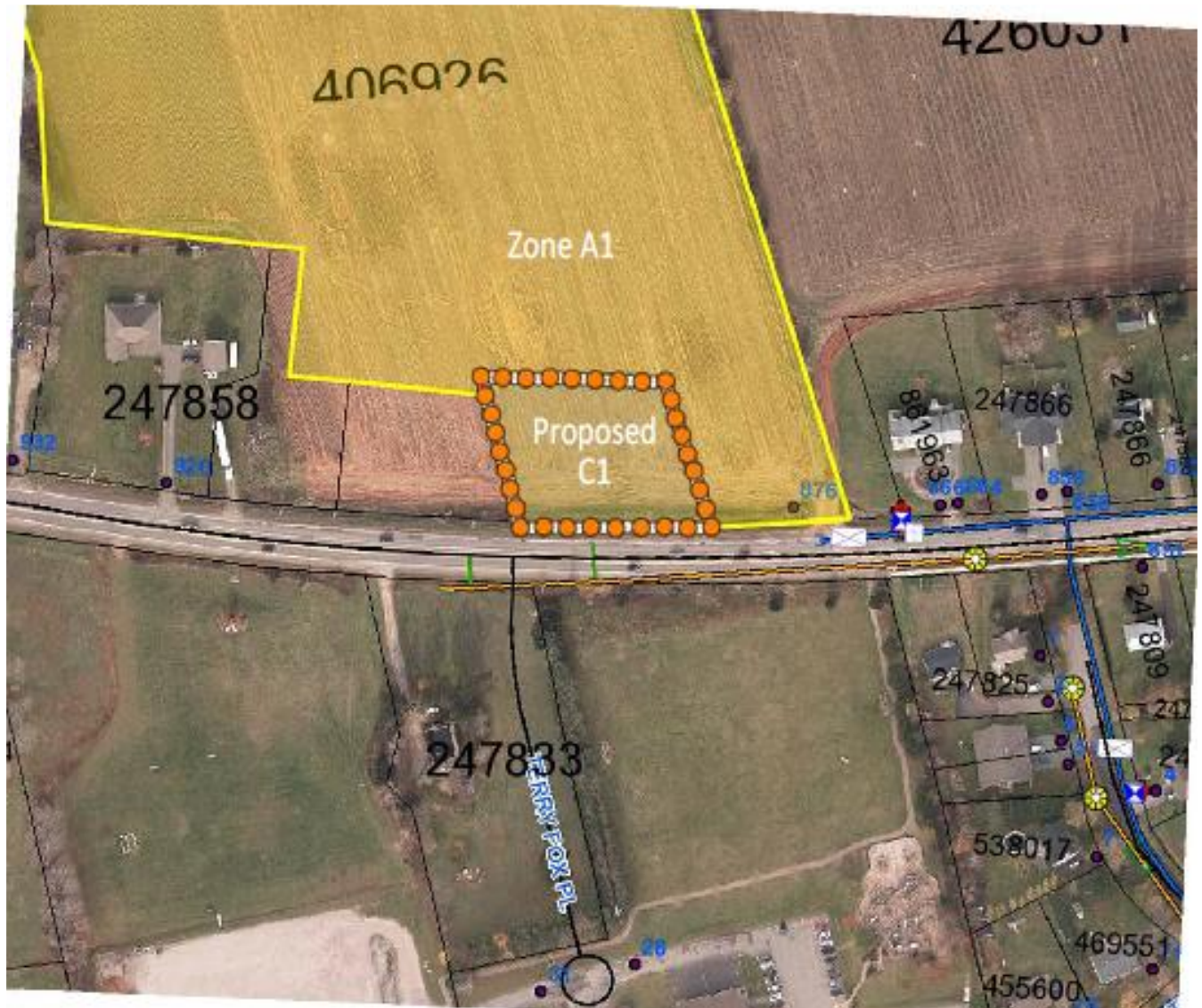
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PUBLIC NOTICE
RE ZONING APPLICATION
An application has been submitted to the Town of Cornwall to re-zone this property. Details are available at the Town Office
S. MERCEDES, INC.
or by calling 566-2554



TOWN OF CORNWALL PUBLIC MEETING

Cornwall Town Council will hold a Public Meeting on Thursday, May 22, 2025, at 7:00 p.m. at the APM Centre, 35 Mercedes Drive, Cornwall. The purpose of the meeting is to give residents an opportunity to provide feedback to Council on the following items:

- The Town of Cornwall has received an application to rezone a portion of PID 406926 on Main Street from Agriculture Reserve (A1) to General Commercial (C1). Any amendments are subject to Section #22 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422.
- The Town of Cornwall has received an application to rezone 298 Main Street (PID 245969) from Planned Unit Residential Development (PURD) to General Commercial (C1). Any amendments are subject to Section #22 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422.

Additional information for these items can be obtained at Cornwall Town Hall (15 Mercedes Drive) during regular business hours, by calling 902-566-2354, or by visiting the Town website at www.cornwallpe.ca.

Cornwall Town Council

IN BRIEF

Entertainment at Bogside

There is entertainment at Bogside Brewing every week. Every Tuesday is trivia and wing night beginning at 6:30 p.m. There is music every Friday and Saturday. This week, Rodney Perry performs 6:30-9:30 p.m., May 16, while Adam MacGregor performs at 6:30 p.m. on May 17.

Kitchen party in Abram-Village

A kitchen party takes place Friday, May 16, 8-10 p.m. at Acadian Musical Village, Abram-Village, featuring Keelin Wedge and Christine Cameron. Admission is \$10 for this 19 years and older event. A chase the ace draw at 9:15 p.m. will involve 41 cards and an estimated jackpot of \$17,500.

Plant and bake sale

A plant and bake sale takes place at Hillcrest United Church, Montague, on Saturday, May 17, from 9 a.m. to noon. Annuals, perennials and all kinds of baked goods will be available for purchase.

Fundraising continues for church

Two fundraising events are being planned for continuing repairs on Our Lady of the Assumption Church in Stratford, P.E.I. The first is the annual spring garden market, on Saturday, May 17, from 9 a.m. to 1 p.m. This includes sale of a wide variety of indoor and outdoor plants, outdoor items for decor and gardening, indoor items such as pictures, paintings, and many unique items. The bake table will have a range of the usual popular delicious baked goods. Visitors can buy tickets on raffles and enjoy complimentary tea and coffee. Free admission. Everyone is invited. The second event is an East Coast Art Party on Tuesday, May 20, at 6:30 p.m. at Assumption Parish Centre, 145 Stratford Road, Stratford. This will feature a painting called Country Road, depicting a red dirt road, the sea and lupins. No experience is necessary. Art supplies and instructions are provided by a professional artist. This is an evening of fun with door prizes and refreshments, and open to all ages. To purchase tickets visit www.eastcoastartparty.com/product/art-party-0520.

Compost sale at St. Mark's

The annual St. Mark's Presbyterian Church compost sale will take place on Saturday, May 17, 9 a.m. to 1 p.m. in the church parking lot at the corner of Pine Drive and 7 Tamarac Ave. in Charlottetown. The seafood compost comes from western P.E.I. and is sold for \$12 by the bag or \$60 by the scoop. For more information, call Lois 902-368-8246 or the church office at 902-892-5255. Proceeds from the compost sale fund various church projects. Cash only, please.

Pinch Penny Fair fundraiser

The Pinch Penny Fair takes place in Memorial Hall at the Confederation Centre of the Arts on Saturday, May 17, from 10 a.m. to 1 p.m.

Admission is \$2, while children 12 and under are admitted for free. This giant indoor yard sale is a thrift shopper's dream with hundreds of items for sale, including books, sporting goods, toys, plants, music, jewelry, furniture, tools, glassware and more.

Got Blues outside

Got Blues Matinee takes place every Saturday, 2-4 p.m., at The Salvatore Dali Cafe, 155 Kent St., Charlottetown. On Saturday, May 17, hosts Got Blues (Chris Roubanis and friends Mike Robicheau and Alan Dowling) will move outside for Streetfest, 2:25-3:10 p.m., along with guest performers, singer Annette Drapeau Corbett from Nova Scotia and, on sax and keys, Todd MacLean.

Saturday Matinee at legion

Saturday Matinee featuring the band Back in Time (Blair Coughlin, Peter Burke, George MacPhee and Bob Gagnon) will perform May 17, 24 and 31 at the Summer-side Legion, 2-5 p.m. Listen or dance to classic country and old rock'n'roll. This is an event for 19 and over. Admission is \$10.

Music in St. Louis

Music at St. Louis Community Centre will take place 7-9 p.m., Sunday, May 18, with the Helping Hands Band. Admission is \$5 and 50-50 tickets will be sold.

Rustico Bay ceilidh

A Rustico Bay ceilidh and dance will take place on Saturday, May 17, at 8 p.m. at 2104 Church Road in Rustico, with Still Rocking (Brian Knox, Brian Blacquire, David Moore and Terry Dunsford). Doors open at 7:15 p.m. There will be bar service, and a 50-50 draw for this 19 years and older event. Admission is \$10 at the door.

Dance Saturday night

The Saturday dance returns to the Hillsboro Community Centre on May 17 with music by Lester MacPherson and friends. Dancing is from 8 to 11 p.m. There will be a lunch and licensed bar.

Dance at the legion

Dance to great live bands every Saturday night, 9:30 a.m.-12:30 a.m. at the Charlottetown Legion, 99 Pownall St., Charlottetown. All are welcome. On May 17 entertainment will be provided by Rustlers.

Stratford ceilidh Sunday

On May 18, the Assumption Councils of the Catholic Women's League and Knights of Columbus in Stratford are hosting a ceilidh at the Assumption Parish Centre, 145 Stratford Rd., Stratford from 2-4 p.m. Enjoy the music of The Young at Heart, Norman LeClair, Randy Cheverie, Leo Gallant, Dave Moore, Dave Shephard, Robert Cain and Paul Chandler, with special guests, Roy and Arlene Trainor, Lou Doiron and Frank Whitty. Admission is \$10 and there will be a 50-50 draw. Tea, coffee and light refreshments included. Proceeds to Our Lady of the Assumption Parish.

Victoria Day Hours: 10am-5pm

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Listerine Mouthwash 1L Cool Mint, Regular, Fresh Burst, Zero Reg. 9.99 5.99	Colgate Toothpaste 95ml Reg. or Winter 89c Colgate XTRA Clean Toothbrush Soft 79c	Aussie Shampoo or Conditioners 360ml 3.99 Bath & Body Hand Soaps 400ml Pump 1.99	Walking Sticks 25"-53" Reg. 19.99 14.99 Sunglasses All - in - Stock 25% off
Dawgs Z Sandals Large Selection Regular 39.99 24.99	Fantastik 650ml Cleaner Reg. or Bleach 5.99 Purex Laundry 4.43L 110 Loads 13.99	Savvy Products 12 DBL Bathroom 6 Roll Towels 5.99	Playoff Special Humpty Snacks or Chips 200 - 250g Party Mix, Arriba, Ridgies 2 for 5
Cocoa Brown Self Tan Mousse Reg. 22.55 9.99	Down Original or Platinum 825 - 982ml 4.99	Dog or Cat Toys all - in - Stock 25% off	

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The Guardian

A LIFETIME OF SERVICE

Chief Sinclair Walker retires after 45 years of policing in Summerside

KRISTIN GARDINER

SUMMERSIDE, P.E.I. — Policing is something Sinclair Walker has always been passionate about, ever since he can remember.

"I think a lot of it had to do with the ability to help people," said Walker. "Helping people is very important, and to me, all my career, I think the most important thing is to have compassion. What I feel makes a good police officer is compassion and transparency and, especially, trust and honesty."

An honest, open, and transparent chief for the Summerside Police Service is exactly what Walker aspired to be when he took over the role from his predecessor, Dave Poirier, in October 2022.

But, he pointed out, everything ends eventually.

On Monday, May 5, Walker retired from the role of chief, exactly 45 years to the day he first began his policing career. He graduated from the Atlantic Police Academy in 1978 and, after a summer working in Charlottetown, relocated to Summerside.

"Back when I graduated from the police academy, there weren't a whole lot of jobs, right?" he said. "I really wasn't planning on staying in Summerside, but I met my wife, and 45 years later, I'm here ... and we've had a great life here in Summerside. Great community, eh? Really, really good community, very pro-police, and we try to provide the best service possible to this community."

FOUR DECADES OF SERVICE

In his decades of service, Walker has acted in a number of roles within the Summerside police, including with the Joint Force Operations in the 1980s, as well as 18 years with major crimes before stepping into the role of deputy chief.

One of his favourite roles, though,

was working with forensics.

"Not necessarily going to crime scenes, as you know what you're going to find there," he said. "But just going there, looking for evidence, fingerprints and all that kind of stuff. That was a really exciting time for me. I really enjoyed that job, and I still miss it."

Walker has also been recognized for his work on a number of occasions, including receiving the Queen's Diamond Jubilee Medal in 2011, P.E.I. Crime Stoppers Police Officer of the Year in 2018 and King Charles III's Coronation Medal in 2025.

He's also been involved in community initiatives and volunteer work, including with the Heart & Stroke Foundation, the Canadian Cancer Society and Breakfast Buddies.

CHANGING WORKPLACE

Since becoming a police officer more than four decades ago, Walker has noticed a change in how policing is conducted, and a change within the force itself. He noted that Summerside, particularly, has been striving for diversity: a police force, he said, should resemble its community.

"Right now, our (number of) female members compared to our male members is actually above the national average," he said. "We now have three Indigenous members within our organization, and we have an Indian, from India, on our staff."

Walker is also proud that, under his leadership, the major crimes division has expanded from three members to four, and that the service has restarted a much-needed traffic unit.

Although he said there is still some work to be done, particularly involving the city's homeless population, he believes Summerside will be in good hands going forward.

"I feel very comfortable leaving,"



After 45 years with the Summerside Police Service, now former chief Sinclair Walker has retired.

KRISTIN GARDINER

he said. "We have a really good police force here, I think we provide a very good service, and I'm hopeful that the new chief ... will get a step in and do just as good a job, or much better."

A NEW CHIEF

Ahead of a reception commemorating Walker's service and retirement, the city issued a statement about his time with the city.

"Chief Walker's commitment to both policing and public well-being is unmatched," wrote Acting CAO JP Desrosiers. "He has been a pillar in our police department and our community. His leadership will be remembered and celebrated."

Following Walker's retirement, former deputy chief Jason Blacquiére has been appointed the city's new police chief.

Blacquiére has more than 25 years of service in Summerside, including in his role as deputy chief since October 2022.

"Chief Blacquiére is a familiar and respected face in our community. His dedication to public service and his ability to lead with integrity and compassion reflect the values of our city," said Mayor Dan Kutcher.

"We are confident that under his



Former Summerside police chief Sinclair Walker, left, recently retired after a long career with the force and was recognized during a recent city council meeting where he was presented with a plaque and service ring by Coun. Carrie Adams. COLIN MACLENN


leadership, the Summerside Police Service will continue to serve our residents with excellence."

WHAT'S NEXT?

Now that he's stepped back from the force, Walker plans to spend time with his wife, including travelling with her to Newfoundland to see their daughter and grandchildren, and to Nashville, Tenn., to visit his daughter, country music

singer-songwriter Alli Walker. Speaking to the Journal Pioneer days ahead of his retirement, Walker said he had "mixed feelings" about leaving behind his career, and the colleagues he can't praise enough.

"I realize I am the chief here, and I am the boss," he said, "but all the people in this building are still my friends. And I have a really good relationship with the group here."

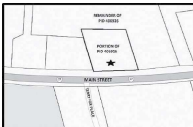



Town of Cornwall
so much to offer...

TOWN OF CORNWALL PUBLIC MEETING

Cornwall Town Council will hold a Public Meeting on Thursday, May 22, 2025, at 7:00 p.m. at the APM Centre, 35 Mercedes Drive, Cornwall. The purpose of the meeting is to give residents an opportunity to provide feedback to Council on the following items:

- 1 The Town of Cornwall has received an application to rezone a portion of PID 406926 on Main Street from Agriculture Reserve (A1) to General Commercial (C1). Any amendments are subject to Section #22 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422.
- 2 The Town of Cornwall has received an application to rezone 298 Main Street (PID 245969) from Planned Unit Residential Development (PURD) to General Commercial (C1). Any amendments are subject to Section #22 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422.

Additional information for these items can be obtained at Cornwall Town Hall (15 Mercedes Drive) during regular business hours, by calling 902-566-2354, or by visiting the Town website at www.cornwallpe.ca.

Cornwall Town Council



Although he has mixed feelings about his retirement, Summerside's now former police chief Sinclair Walker is looking forward to spending time with his family. KRISTIN GARDINER



LET'S GET DIRTY THIS LONG WEEKEND!

Get prepared with seeds, gloves, tools and some good old fashioned gardening advice from the professional staff at Vesey's.

 **PROUDLY CANADIAN** 

**411 York Road (Route 25)
Garden Centre: 902-368-7333
Equipment: 902-892-8873**

 **Vesey's**

**Open Mon. through Sat.
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Town of *Cornwall*

so much to offer...

Public Meeting

May 22, 2025 - 7:00pm
APM Centre

Agenda

- 1. 298 Main Street** - Rezoning Application
- 2. Main Street (PID 406926)**- Rezoning Application

Questions and Comments to follow each item when presented, and at the end of the presentation

Rezoning Applications

Amendments to the General Land Use Plan and Zoning Map

Amendment to Zoning Map & General Land Use Plan

The rezoning of a property requires a concurrent amendment to both the **Zoning Map** and **General Land Use Plan**

- Overview of the Zoning Map and General Land Use Plan
- Procedure – Official Plan & Bylaw Amendments
- Rezoning

General Land Use Plan

Figure 5 – 2022 Official Plan

- The **General Land Use Plan** forms part of the Town of Cornwall 2022 Official Plan
- Indicates the overall vision and intended land use within the Town.
- the “Future Land Use” designations are a projection of desired uses.
- The General Land Use Plan informs the Zoning Map.

Future Land Use

	Recreation and Open Space
	Agricultural Reserve
	Rural Residential
	Single Detached Residential
	Mini Home
	Two Unit Residential
	Attached Residential
	Multiple Family Residential
	Planned Unit Residential Development
	General Commercial
	Business Park
	Comprehensive Development Area
	Public Service and Institutional
	Mixed Use Core

General Land Use Plan (Figure 5) 2022 Official Plan



- Property Boundary
- Future Land Use**
 - Recreation and Open Space
 - Agricultural Reserve
 - Rural Residential
 - Single Detached Residential
 - Mini Home
 - Two Unit Residential
 - Attached Residential
 - Multiple Family Residential
 - Planned Unit Residential Development
 - General Commercial
 - Business Park
 - Comprehensive Development Area
 - Public Service and Institutional
- Mixed Use Core
- Trans-Canada Highway
- Road



0 600 1,200 metres
(At original document size of 11x17)
1:31,528

- Notes**
1. Coordinate System: NAD 1983 CSRS Prince Edward Island
 2. Data Sources: Client and Government of Canada



Project Location

Cornwall, PEI

Client/Project

133348469-005

Municipality of Cornwall

Figure No.

2

Title

General Land Use Plan



Zoning Map?

Schedule "A" – Zoning & Subdivision Control (Development) Bylaw #422

- The **Zoning Map** forms part of the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422
- Indicates the specific Zone for each individual property within the Town
- Zoning determines what type of development is permitted on the property
- Each Zone designation specifies development requirements such as lot size, setbacks, lot coverage, styles of permitted dwelling/buildings, and permitted uses.

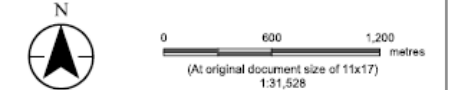
Zoning

	O1 - Recreation and Open Space
	A1 - Agricultural Reserve
	RR - Rural Residential
	R1 - Single Detached Residential
	RM1 - Mini Home
	R2 - Two Unit Residential
	R3 - Attached Residential
	R4 - Multiple Family Residential
	PURD - Planned Unit Residential Development
	C1 - General Commercial
	M2 - Business Park
	CDA - Comprehensive Development Area
	PSI - Public Service and Institutional
	Mixed Use Core

Zoning Map (Schedule "A") Zoning & Subdivision Control (Development) Bylaw #422



- Property Boundary
- Zoning**
- O1 - Recreation and Open Space
 - A1 - Agricultural Reserve
 - RR - Rural Residential
 - R1 - Single Detached Residential
 - RM1 - Mini Home
 - R2 - Two Unit Residential
 - R3 - Attached Residential
 - R4 - Multiple Family Residential
 - PURD - Planned Unit Residential Development
 - C1 - General Commercial
 - M2 - Business Park
 - CDA - Comprehensive Development Area
 - PSI - Public Service and Institutional
 - Mixed Use Core
 - Trans-Canada Highway
 - Road



- Notes**
1. Coordinate System: NAD 1983 CSRS Prince Edward Island
 2. Data Sources: Client and Government of Canada



Project Location

Cornwall, PEI

Client/Project

133348469-004

Municipality of Cornwall

Figure No.

2

Title

Zoning

Procedure

Amending the *Zoning & Subdivision Control (Development) Bylaw #422* and *2022 Official Plan*

Zoning Map

Schedule "A"

Zoning & Subdivision Control (Development) Bylaw #422

General Land Use Plan

Figure 5
2022 Official Plan

Proposed Amendments reviewed by Planning Committee	Proposed Amendments reviewed by Planning Committee
Public Consultation pursuant to Section 22 of the Bylaw	Public Consultation pursuant to Section 22 of the Bylaw
Two (2) readings by Council to approve and adopt	One (1) reading by Council to approve and adopt
If approved and adopted: Ministerial Approval	If approved and adopted: Ministerial Approval

298 Main Street PID 245969

Rezoning Application

298 Main Street (PID 245969)

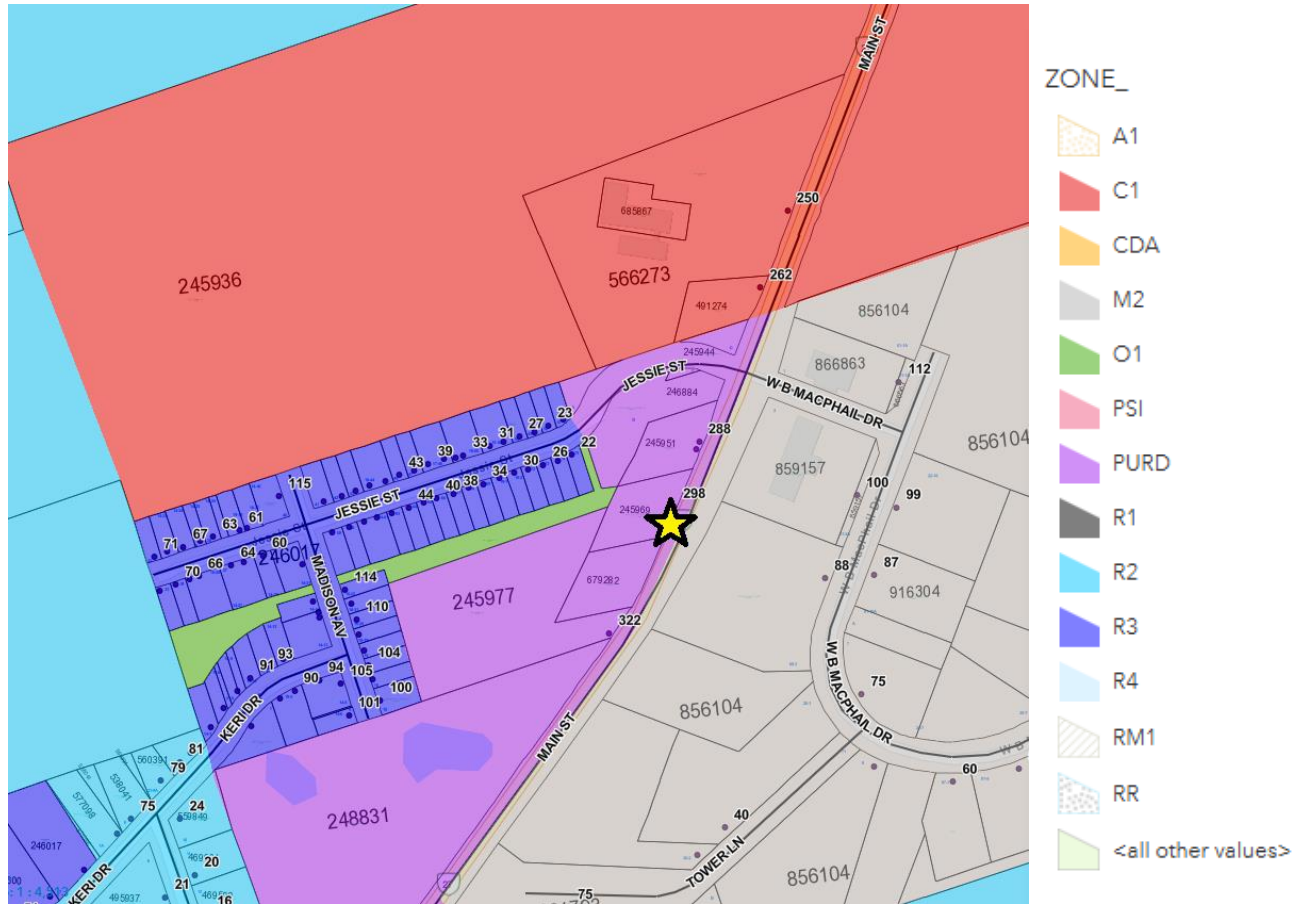
- The Property is currently zoned Planned Unit Residential Development (PURD)
- Application received to rezone Planned Unit Residential Development (PURD) to General Commercial (C1)
- Existing Single-Detached Dwelling



298 Main Street (PID 245969)

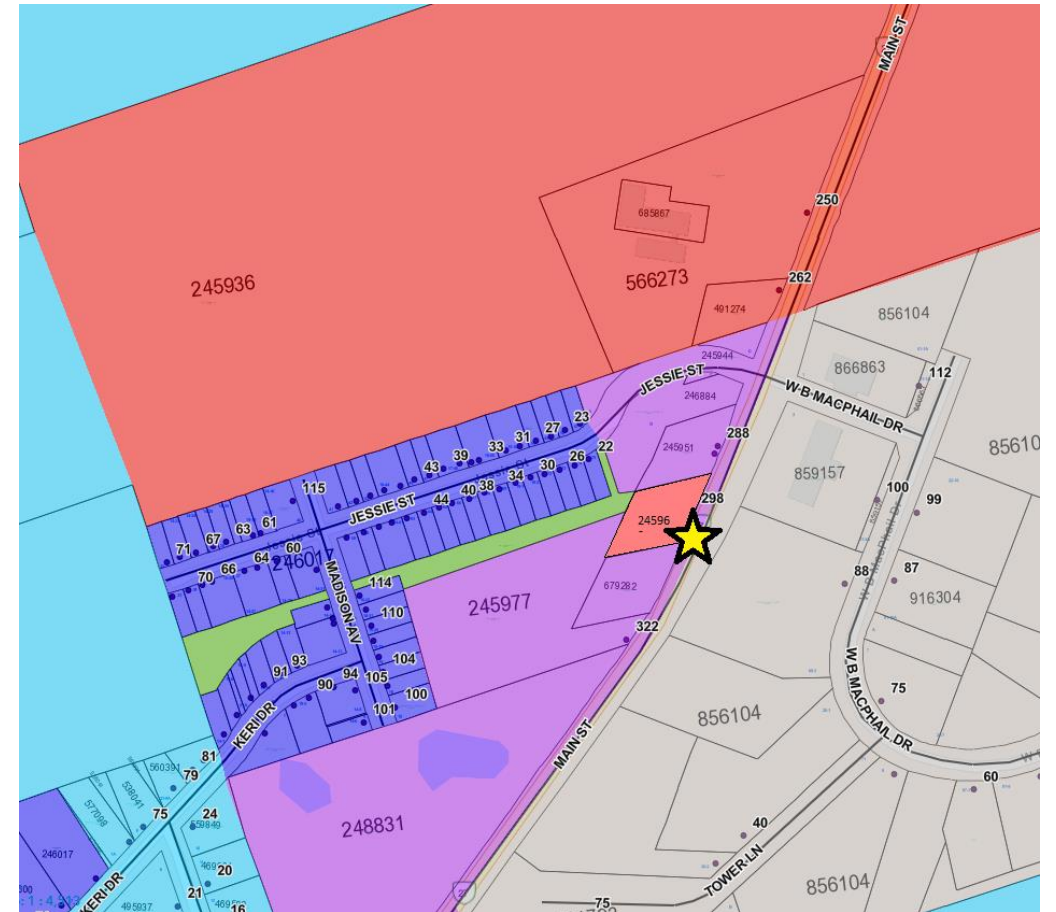
Zoning Map

Existing Zoning – Planned Unit Residential Development (PURD)



Zoning Map

Proposed Zoning – General Commercial (C1)



Questions or Comments?

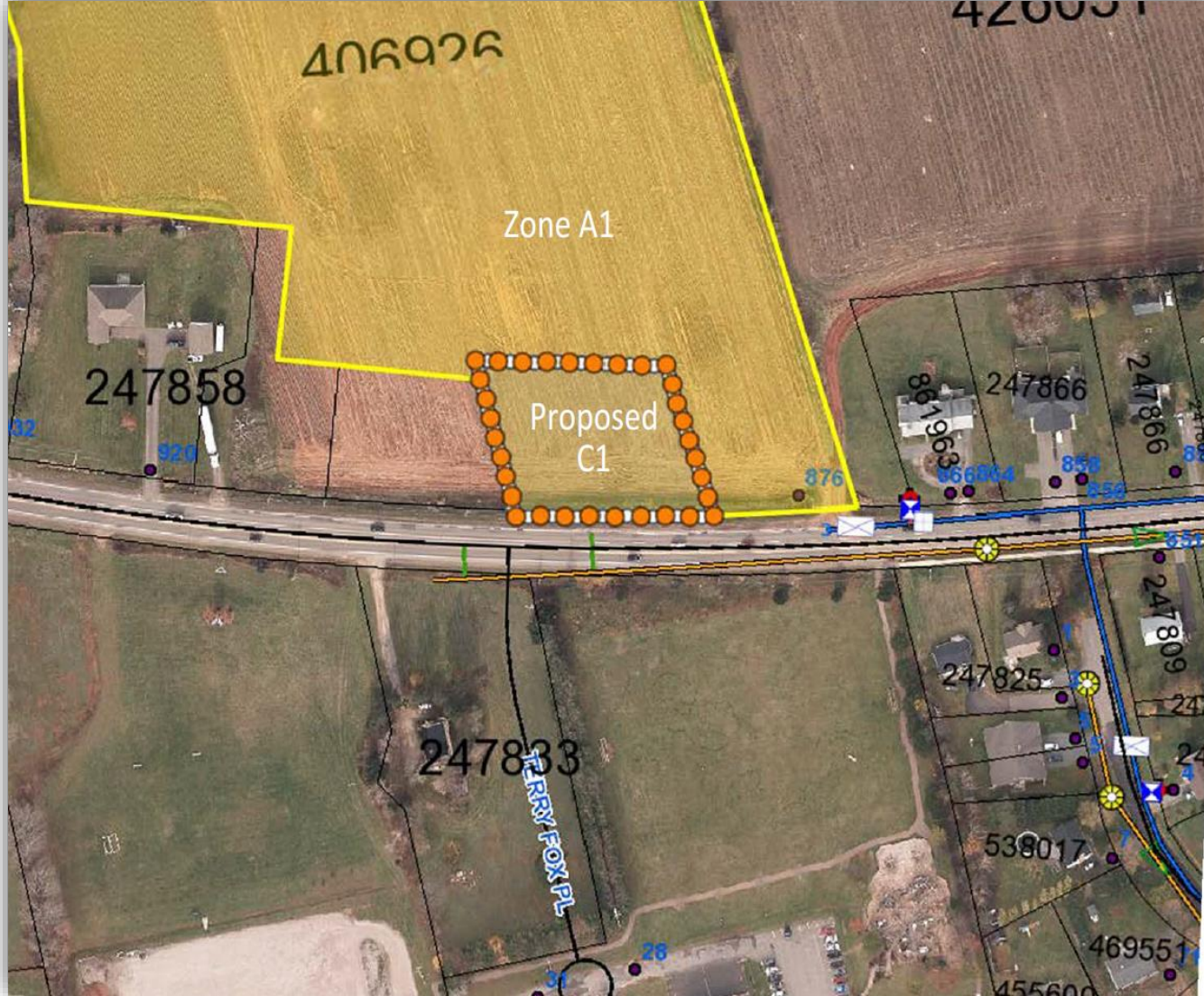
Rezoning Application
298 Main Street - PID 245969



Main Street PID 406926

Rezoning Application

Main Street - PID 406926

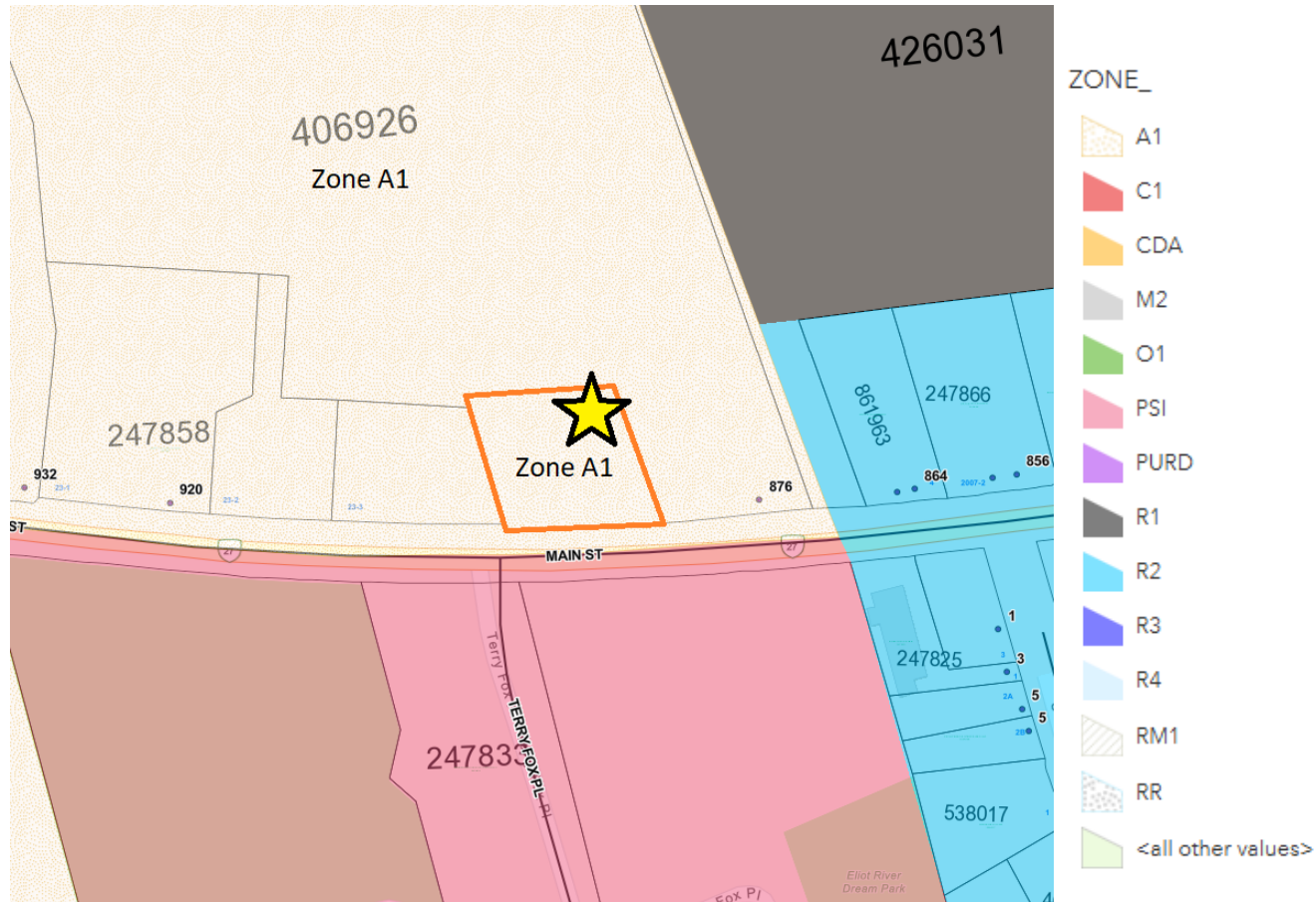


- The Property is currently zoned Agricultural Reserve (A1)
- Application received to rezone Agricultural Reserve (A1) to General Commercial (C1)
- Existing Vacant Agricultural Land

Main Street (PID 406926)

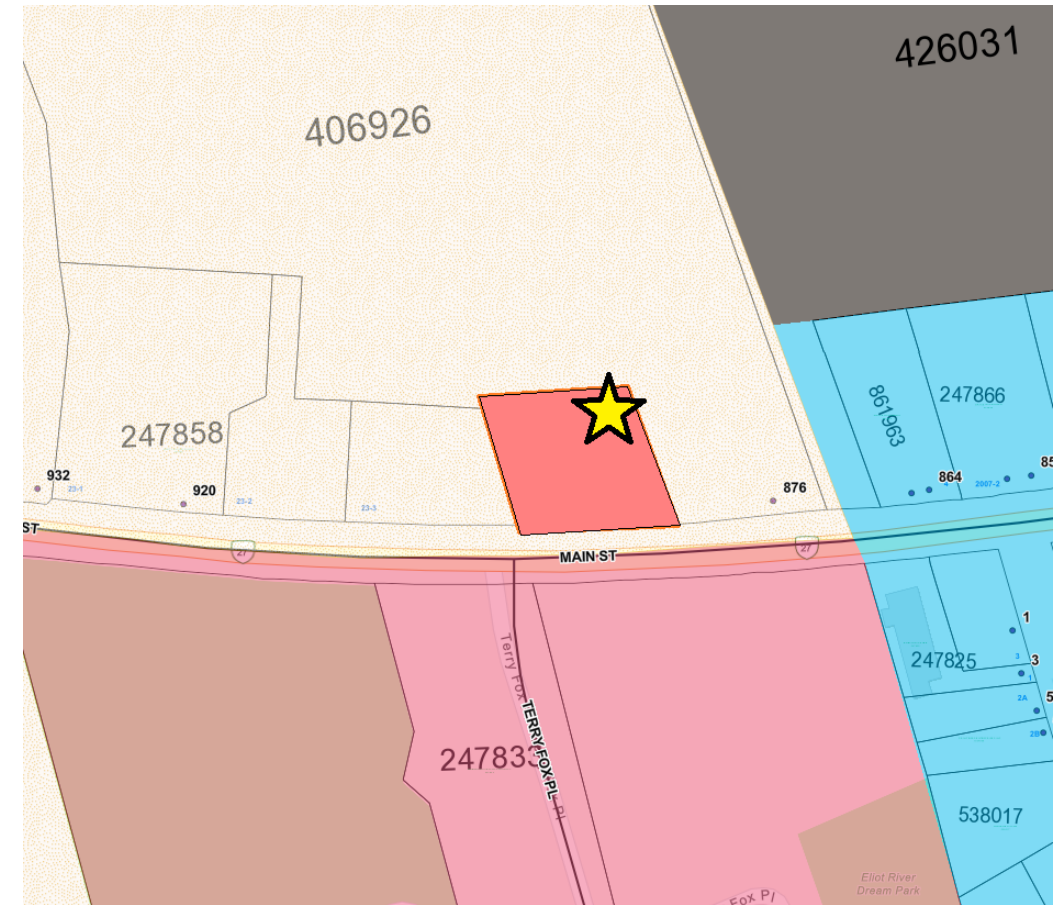
Zoning Map

Existing Zoning – Agricultural Reserve (A1)



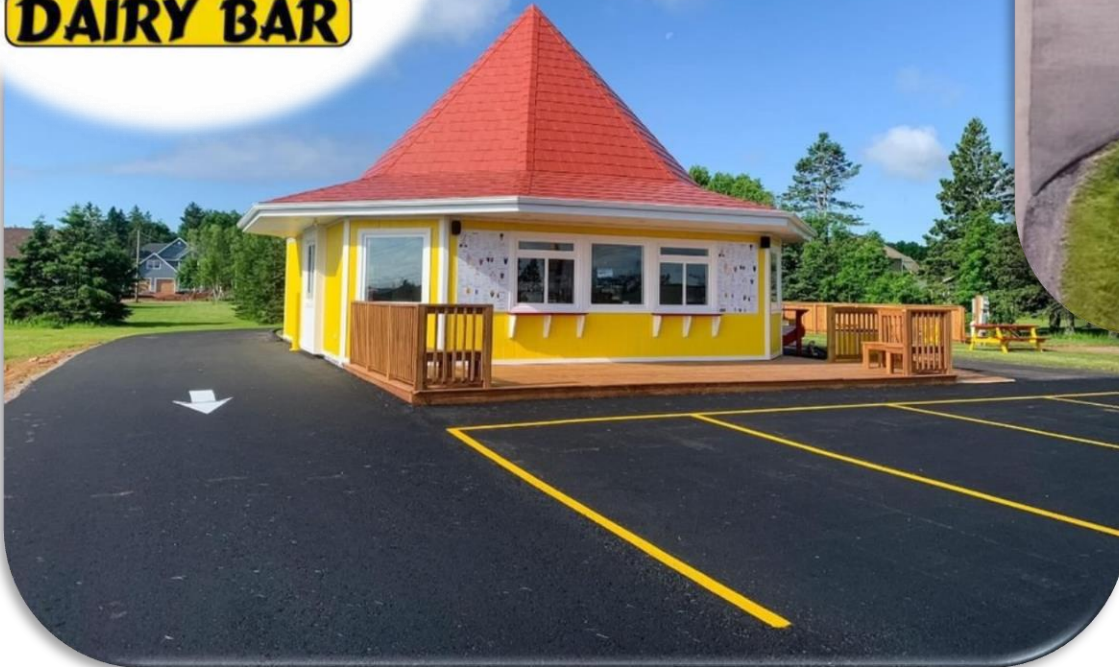
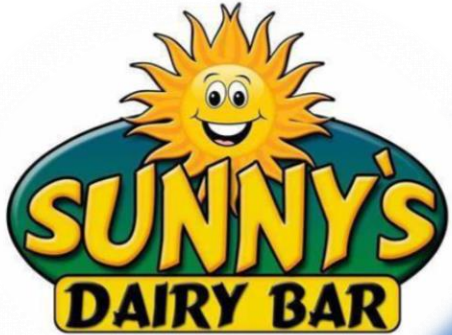
Zoning Map

Proposed Zoning – General Commercial (C1)



Main Street - PID 406926

Proposed Concept for Lot:



Questions or Comments?

Rezoning Application
Main Street - PID 406926

Contact Us!

Please forward written comments on or before **June 2, 2025**

Mail or drop off to Town Hall:

15 Mercedes Drive
PO Box 430
Cornwall, PE C0A 1H0

or

By Email:
tocplanning@cornwallpe.ca

Please do not hesitate to contact the Planning &
Development Department at 902-566-2354

Town of Cornwall - Public Meeting

Thursday, May 22, 2025 – 7:00 pm

APM Centre

35 Mercedes Drive, Cornwall

Attendance: 17

Call To Order

The meeting was called to order at 7:00pm.

Agenda:

Mr. Hay welcomed those in attendance, and advised the agenda items to be presented are rezoning applications for 298 Main Street being PID 245969, and a portion of PID 406926 being on the west end of Main Street. Both applications require concurrent amendments to the Zoning Map (*Zoning & Subdivision Control (Development) Bylaw #422*) and General Land Use Plan (*2022 Official Plan*). Hr. Hay also reviewed the process for these amendments.

1. 298 Main Street PID 245969 - Rezoning Application – Amendment to the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422, and General Land Use Plan (2022 Official Plan):

A rezoning application was received to rezone the property from ‘Planned Unit Residential Development’ (PURD) to ‘General Commercial’ (C1). Historically, the property’s use has been a Single-detached Dwelling, and the property owner proposes converting the current residential space to commercial office space. Rezoning this property to C1 would result in a single C1 property surrounded by PURD and ‘Attached Residential’ (R3) properties, both being residential zones.

Mr. Hay asked if there were any comments or question on the rezoning of 298 Main Street, and none were received at this time.

2. PID 406926 located on Main Street – Rezoning Application - Amendment to the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422, and General Land Use Plan (2022 Official Plan):

A rezoning application was received to rezone an approximately 1 acre portion of the property from ‘Agricultural Reserve’ (A1) to C1. The adjacent property to the west currently has a residential home on the property which is in compliance with its A1 zoning. Converting the property in question to C1 will result in a single C1-zoned property surrounded by A1-zoned properties with a school and sports complex across the street, both of which are currently zoned ‘Public Service Institutional’ (PSI).

Mr. Hay shared the proposed development of a Dairy Bar on the property as was provided by the developers.

A resident asked if the business is to be operational next year and is it intended to be a year-round business. Mr. Hay stated there has not been a development application at this time and therefore the Town does not have a timeline on the development. Currently, it is understood the business is intended to be year-round, but confirmation from the developer could be provided by email if desired.

The same resident asked for clarification about the intended office space for 298 Main Street and if there are more details available about the intended business. Mr. Hay provided some history on the dwelling and explained that the applicant had reached out prior to the rezoning application regarding the use of the dwelling for office space. The property owners were informed by Staff that due to the PURD zoning on the property, it would not be permitted.

Mr. Hay explained that should Council approve the applications of rezoning, any permitted use of the C1 zone, as defined in Bylaw #422, could possibly be established providing the development met all the requirements of the Bylaw.

Regarding the Dairy Bar, a resident asked if there would be traffic lights for the safety of children coming from the school or Terry Fox Complex. Mr. Hay explained that safety is also a concern of Council and that while the installation of traffic lights is under provincial jurisdiction, Council could urge the province to install lights.

A resident had questions about 298 Main Street and the regulation/restriction of noise and/or light pollution. Mr. Hay stated the Town currently does not have a Nuisance Bylaw, but that Council always tries to consider the impact of a decision on neighbouring properties. Depending on the nature of the proposed zoning, Council can sometimes impose restrictions to ensure they limit potential impact on neighbouring properties.

A resident adjacent to the proposed Dairy Bar location (PID 406926) stated their concerns with the rezoning of the Main Street property. They were concerned that any proposed development that could possibly be permitted in the C1 zone would increase traffic and disruptions (loitering, garbage, etc.) therefore causing disturbances and possibly negatively affecting their property value. The resident also asked if there were any provisions in the Bylaw that would restrict two adjacent properties in applying at the same time to be rezoned to C1. Mr. Hay confirmed there are no restriction in the Bylaw and two adjacent properties can indeed apply to be rezoned at the same time.

A resident asked Mr. Hay to confirm the targeted plan for the "Mixed Use Core" was to establish a combination of commercial and residential use and asked if the single lot zoning for a Dairy Bar fits this balance. Mr. Hay stated that this property is outside the "Mixed Use Core". Mr. Hay explained the town's Official Plan does not speak to this type of development in this area and indicates that the existing uses remain. He explained that this is why it is necessary to present applications like this to public. Rezoning applications require an amendment of both the Zoning Map and General Land Use Plan at the same time, to ensure there are no inconsistencies. The resident also asked if another public meeting would occur for the permitting of the Dairy Bar development. Mr. Hay stated that a restaurant is a permitted use in the C1 zone so there would be no requirement for additional public consultation should this development concept be approved and proceed.

A resident asked if there are C2 or C3 zones and wanted to know if there were business types not permitted in the C1 zone. Mr. Hay explained there is only the C1 zone as well as the M2 (Business Park) zone. C1 zone includes businesses like restaurants and gas bars as well as big box-type stores, like grocery and retail stores. He also stated that a comprehensive list could be found in the Bylaw. The M2 zone is intended for office space and more light industrial shops. The resident expressed concerns that the Developer may decide to develop something other than a Dairy Bar. They also questioned the rezoning to allow the development of another Dairy Bar with one already established in the community as this could be in direct competition of the existing one. Mr. Hay stated that he understood her concerns and assured that Staff and Council would address any deviation from an approved proposal. Staff explained that spot zoning is not preferred, therefore it is important to understand the purpose for the rezoning application. Mr. Hay explained that the Developer did look at the existing Dairy Bar. They


determined that it didn't fully cater to the business model for their proposed business as they planned to incorporate a drive-thru and, with the lack of options in the mixed-use core, this property had potential.

A resident inquired why the applicant for 298 Main Street is looking to rezone the property if they have also listed it for sale. Mr. Hay explained that the applicant indicated if they do not get approved for the rezoning, they wish to sell immediately.

Mr. Hay asked if there were any further questions or concerns. None were received and the meeting was closed. Mr. Hay thanked everyone for attending and advised that written comments will be accepted until June 2nd and that any feedback received will be compiled and provided to Council for consideration.

Adjournment

The meeting was adjourned at 7:31pm.


Steven Campbell, Councillor
Deputy Chair, Planning Committee
Spencer Hay
Manager, Planning & Development

Town of Cornwall
Planning Committee Meeting
June 4, 2025, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Corey Frizzell, Steven Campbell
Staff: Spencer Hay, Jessie Murray, Paula Griffin, CAO Kevin Coady
Other: None
Regrets: None
Public: 3

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3. APPROVAL OF AGENDA

Councillor Campbell asked to add discussion about the current Food Trucks approval process to the Agenda as 6(c).

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as amended.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

Mayor McCourt cited conflict of interest with respect to Item 6(a).

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of May 7, 2025, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. PID 406926 – Rezoning Application

Mayor McCourt left the room at 4:31pm for Conflict of Interest

Staff summarized the discussions from the Public Meeting held on May 22nd at the APM Centre. A number of comments were received from members of the public attending the meeting. Several letters and emails were also submitted to the Town after the meeting. As he was not in attendance at the public meeting, Councillor Frizzell asked how many spoke in opposition to the application. Staff stated that anyone who spoke was not in favour.

Staff summarized the concerns that have been brought forward by the public. Concerns of littering and loitering, safety concerns with proximity to a school and public sports field, no provision of traffic lights, and an expected increase in traffic on an already busy road were raised as prominent issues.

Councillor Frizzell wished to have it noted that many of the correspondences were from competitive businesses and non residents. Actual numbers were 5 from businesses (two of which were also residents), 7 residents (two of which were business owners) and one non-resident.

Staff reviewed the updated Planning Report from Planning Consultant, Samantha Murphy. There was discussion regarding the report. Councillor Frizzell expressed his displeasure and concerns regarding the timing of submission of the updated report just prior to the meeting. It was noted that the deadline for written submissions from the public was June 2nd so Ms. Murphy was only able to update the original preliminary report with the additional information by Planning Committee meeting day.

Deputy Mayor MacIsaac suggested this item be taken to forward to the Committee of Council meeting in two weeks time which will allow further review of the Planning Report and Public Feedback.

Deputy Mayor MacIsaac wanted some detail on a comment made in one of the feedback letters from Amir Sayafi, “previous interactions with city last year,discussed converting our property to C1.....city representatives explicitly informed us that such a rezoning request would be **impossible**”. The resident was present and commented on the past verbal conversation. Dialogue was had between Staff, Committee and the resident over this account of the past verbal conversation.

Councillor Frizzell inquired whether the land was currently being farmed and Staff confirmed it was.

This item will be forwarded to Committee of Council for further consideration.

Mayor McCourt re-entered the Council Chambers at 4:53pm

b. 298 Main Street (PID 245969) – Rezoning Application

Staff stated this was presented to the public at the same Public Meeting held on May 22nd at the APM Centre. The majority comments received from neighboring residents were negative. Adjacent landowners expressed privately when the Public Meeting was concluded, that if this rezoning was approved, they would also be interested in rezoning their properties to Commercial.

Residents from Jessie Street expressed concerns including a drop in property values, light pollution and increased traffic. There were also concerns that once rezoned for office space, public consultation would not be required the if property sold and a different business use was intended. Although Bylaw #422 does require an application for Change of Use, Staff can approve without further consultation from Council if it meets the requirements of the C1 zone.

Consultation with the Department of Transportation would be required in order to consider the proposal due to the increase in traffic. Councillor Frizzell asked if we had the latest traffic study for Main Street and if the number of vehicles is known. Staff explained that we have not had one since 2021. A new study has been requested and although it is thought the previous one estimated around 15000-20000 vehicles at the time of the last study in 2021, it is presumed to have increased significantly since then.

The previously C1-zoned property was rezoned to PURD in May of 2022, as a component on the most recent Official Plan and Zoning and Subdivision Control (Development) Bylaw review. The intended use for the space is office space. If this property is rezoned to C1, Staff explained at least two people have expressed interest in purchasing the property and adjacent properties. Councillor Frizzell wanted to confirm the properties which would be interested in rezoning if this application was approved. Staff clarified that the owners of PID 245977 & PID 679282 expressed interest to rezone to C1 if this rezoning is approved. Staff explained that the Planning Report for this property is in favour of rezoning the property.

Councillor Frizzell stated that he would be happy to move a recommendation to rezone both this property and the other property from Agenda item 6(a).

Deputy Mayor MacIsaac stated that this will go to CoC

Moved by Councillor Frizzell and second by Councillor Campbell that the Town of Cornwall Council approve the rezoning of PID 245969 from PURD to C1..

c. Temporary Signage Removal Procedure

Staff reviewed the current procedure which has not been working particularly well. Since the current procedure was developed, the Bylaw has been amended to disallow these signs in general and so the current procedure doesn't align with this amendment.

The current process is the following:

- Planning Staff log the signs
- Public Works staff will go around on Fridays and pick them up
- owners are notified and are given time to pick them up from the maintenance shop.
- signs are disposed of if not recovered by the owners within the designated timeframe.

The proposed new process is the following:

- Planning Staff immediately remove any signs when observed
- take them to the maintenance shop
- contact the owner to provide an opportunity to pick them up (five (5) days or so)
- if not picked up in that time frame, the signs are disposed of

Staff stated he just wants to start to the discussion and a recommendation is necessary at this time. Councillor Frizzell expressed that he would like to move this forward to amend or develop a Bylaw to include a process with fines associated. There was also discussion on exceptions to temporary signage, including yard sales and craft fairs (current allowance to post signage for seven (7) days). CAO Coady stated he will look further into what the next steps will be and bring it back.

7. NEW BUSINESS

a. Food Truck

High on the Hog, a BBQ food truck based out of Summerside and in the business of doing "Pop-Up" events, are looking for places to set up, Councillor Campbell discussed Cornwall with them and suggested some business locations. They have attempted to request permission from these businesses but have not received it.

They would like to possibly operate every Thursday in Cornwall. They stated that they had been told by the Town that they could not use town land. They have been advised to apply to Planning. Staff explained that Council is not needed to approve the permit, but they are needed to approve use of the town land.

Staff reviewed the process for permitting Food Trucks. Food truck operators are required to have permission from property owner of their proposed location as well as obtain a temporary vendor permit from the Town.

Councillor Barnes was present in the room and asked if Black Johnny's Food Truck had put in a request with Council to use town land on one previous occasion where he was allowed to. It was noted that his operation time at that time was tied to a national tournament event. Councillor Barnes noted something like this is going to keep coming up and we need a process with clear guidelines for the use of town property.

Deputy Major MacIsaac suggested to bring the issue to Committee of Council to discuss how they feel about using town property for this sort of thing. CAO Coady noted a wholistic look at the issue is required including, among other things, the fact that there are food service businesses here in Cornwall who pay taxes and water and sewer bills, and the Food Trucks are able to operate with one small fee.

8. OTHER BUSINESS

Councillor Frizzell expressed concerns he has heard of construction debris blowing from the property at 35 Park Street, and that doors have been placed on the front of the building that do not fit the aesthetic of the residential neighbourhood.

Councillor Frizzell also reminded the Committee that he will move to have the Special Permit Use provision for daycares and group homes removed from the R1 and R2 zones in the Bylaw. It was noted that some jurisdictions are making group home uses as of right in residential zones. This will be discussed further with CoC in advance of the next Bylaw amendments.

9. IN-CAMERA NIL

10. NEXT MEETING

The next Planning Committee meeting for Wednesday July 2nd, at 4:30 pm will be on hold till further notice.

11. ADJOURNMENT

Meeting adjourned at 5:39pm.



Jill MacIsaac, Deputy Mayor
Chair, Planning Committee



Spencer Hay
Manager, Planning & Development

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
June 18, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

Present: Mayor Minerva McCourt
Councillor Elaine Barnes
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Also: Kevin Coady - CAO
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Planning and Development Technician

CALL TO ORDER

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

There were four members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Herlihy that the agenda be approved as circulated with the addition of Let's Ride for Refuge Request 14-b and Planning being moved to section 7.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Mayor McCourt will recuse herself for 7-c-1 due to potential family member benefit if development occurs.

ADOPTION OF PREVIOUS MINUTES

May 21, 2025 - It was moved by Councillor Barnes and seconded by Councillor Frizzell that the minutes of May 21, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

T3 Transit – Mike Cassidy discussed potential new routes to expand Transit service in the Town. T3 and Council would like to determine the best routes that provide the best service that suits the residents. Mike will provide a breakdown for the next meeting.

PLANNING

- a) Reports/Minutes –
 - June 4, 2025 (draft) – included in the package.
- b) Information Items – Nil
- c) Request for Decision –

Mayor McCourt left the meeting at 5:09pm

There was discussion on the recommendations of the planning report regarding rezoning Main Street PID 406926 from agricultural to commercial. The updated report recommended against rezoning. All information and responses to the public meeting were included in the report. Councillor Frizzell inquired as to any differences in the original Planning report and the updated version, staff noted the only difference was a more definite recommendation. The same is the case with the updated Planning report regarding the application to rezone 298 Main Street. Councillor Frizzell also asked about what it would take to rezone Main Street to commercial in keeping with the Main Street Spatial Plan. CAO Coady advised that if proper processes are followed and it adheres to IRAQ requirements, land can be rezoned.

Rezoning Application – Main Street PID# 406926 – It was moved by Councillor Frizzell and seconded by Councillor Barnes that a resolution be brought forth to Council that Bylaw #422I, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for PID# 406926.

Mayor McCourt returned to the meeting at 5:29pm.

There were no issues noted in the updated Planning report for the rezoning of 298 Main Street PID 245969 from residential to commercial. The property had previously been commercial.

Rezoning Application – 298 Main Street PID# 245969 It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for 298 Main Street being PID# 245969.

FINANCE/ADMINISTRATION

- a) Procurement Bylaw – draft included in the package. There was discussion on the draft bylaw and some further suggestions brought forward. Manager MacKinnon will make changes to bring back to the next meeting.
- b) Capital Projects Update – Manager MacKinnon provided the update. Councillor Barnes requested that updates on Capital Projects progress be included in the quarterly financials going forward.
- c) APM Centre (Expansion) – There was discussion on a Facebook post made from the Expansion Committee Facebook page and whether the Town should respond to comments regarding lack of support. The committee has since disbanded as they feel they have brought things as far as they could. Some key points brought up by Council were:
 - Not the best idea to respond to Facebook post as it may ignite unnecessary posts and comments.
 - Should the Town post a formal statement on the Town website or social media regarding the Town's stance on the APM Centre and the expansion. Clarify that the Town is one vote despite being the largest community as we have one member on the Board. The Town contributes yearly to Communities 13.
- d) Scholarship Awards – Award presentations will take place at the June Council meeting. Councillors Barnes, Herlihy and Stevenson will read the scholarship criteria and bio on recipients. Mayor McCourt will present the scholarships.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – June 16, 2025 – the Committee met this week and. Councillor Herlihy provided the following updates:
 - The Committee did a debrief on the Dandelion Festival.
 - The Committee met the new Environmental/Water Audit summer student Taleah.
 - The Committee will be on hiatus for the summer.
 - Councillor Barnes inquired about seed packets that CAWG were handing out. In future, if the Town is purchasing items such as this, we should consider requesting Town branding for recognition.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet. Councillor Frizzell provided the following updates:

- Council took a tour of the new RCMP facility.
- A tour of the Charlottetown Police E-Watch back office will be coordinated. Staff will create a Doodle poll to determine a date that works best for Council.
- Councillor Frizzell attended the Crime Stoppers AGM.
- Councillor Barnes noted that sexual assault offenses and impaired driving offenses have increased.

- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.

b) Information Items – Nil

c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – May 14, 2025 – included in the package.
- (ii) Manager's Report – June 2025. Councillor Stevenson provided the following updates:
 - The staff led fundraising golf tournament was very successful with 22 teams and 25-hole sponsors. Everyone had a great time and staff followed up the tournament with a BBQ for participants. Thanks to staff for their initiative and hard work putting this together.
 - Programs are going well, and the Summer Guide is out.
 - All fields are busy. The recent RC United Tournament was great with a lot of positive feedback from participants and spectators. There is a tournament with 36 teams coming up on the weekend of July 4.
 - The Canada Day flyer will be released soon. Events include: pancake breakfast, healing ceremony, official opening with cake and entertainment, family swim and BBQ, singalong with Campfire Dave followed by the fireworks.
 - There will not be a July meeting and possibly one for August depending on agenda items.
 - Councillor Frizzell noted that it was great work getting the U15 Soccer Nationals and over 35 Baseball Nationals hosted in the Town. He inquired if the Town was the primary location for the tournaments and if there are contracts that get signed. We are the primary location and will get more information on the Town staff's role in hosting tournaments as stated in contract. He would like to ensure that there is always enough staff on site.
 - Mayor McCourt noted that she heard great comments on the past weekend's tournament. Councillor Frizzell added that the staff were very busy and never stopped.
 - Councillor Barnes and Councillor Stevenson mentioned that the Just Serve app might be beneficial in creating a bigger volunteer connection.

b) Information Items – Nil

c) Requests for Decision

Sponsorship Policy– After discussion, it was decided that the scholarship policy would go to the next P&R Committee meeting for further review. Councillor Stevenson asked other Council members to send along any suggestions.

Resident Request - Easement – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall allow Nathan Comeau to plant shrubs and flowers on the portion of PID 845222 adjacent to his property for such time as the Town allows, subject to signing an agreement with the Town for that use.

Resident Tree Planting Request – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that planting the trees at Town Hall and Cornwall Civic Centre is approved as per the recent resident application received.

PUBLIC WORKS

- a) Reports/Minutes – The Committee will meet on June 25. Councillor Campbell provided the discussion items for the meeting:
- Stop bar painting.
 - Trail sweeping.
 - Speed humps.
 - Mobile cutouts.
 - Crosswalks.
 - Robot lawnmower.
 - Councillor Barnes would like a follow up on speeding in school zones.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – June 2, 2025 (draft) included in the package.
- b) Information Item – Nil.
- c) Requests for Decisions – Nil.

CORRESPONDENCE

Blooming House – Ride for Refuge – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall hereby support the Blooming House “Ride for Refuge” fundraiser as a

Community Sponsor for \$500.

- Deputy Mayor MacIsaac wanted to recognize a community-based running group that started in November 2023 and meets Wednesdays at 6pm at the Village Green Brewery. It is a great social time, and they welcome any new members. She congratulated all the runners who participated in the Lighthouse Run, in particular her husband Chris Buote who took first place.

IN CAMERA

MGA s.119(1)(d) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 7:52pm.

The meeting resumed regular session at 8:26pm.

ADJOURNMENT

The meeting was adjourned at 8:27pm.

Mayor Minerva McCourt, Chair

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, June 25, 2025
4:30 PM**

Present: Mayor Minerva McCourt – presiding
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
Spencer Hay – Manager of Planning and Development

Regrets: Deputy Mayor Jill MacIsaac

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There were 16 members of the public in attendance.

Mayor McCourt welcomed all guests including the scholarship recipients and families.

LAND ACKNOWLEDGEMENT

Read

SCHOLARSHIP PRESENTATIONS

The 2025 Town of Cornwall Scholarships were presented to the following recipients:

- Alex Gallant – Academic
- Maren Evans – Arts
- Cole Irwin – Athletic
- Emma Claire Csyernick – Mature
- Samantha Lamont – Prolonged Disability

Mayor and Council congratulated the recipients and their hard work and graduation and wished them a wonderful summer and future.

4:41pm – Meeting paused for pictures with the Scholarship Winners

4:45pm – Resumed regular session.

APPROVAL OF THE AGENDA

Amendment to Agenda – Councillor Stevenson moved, seconded by Councillor Barnes to amend the agenda and remove section 8-b-1 due to conflict-of-interest complaint received.

Councillor Barnes moved, seconded by Councillor Stevenson that the agenda be approved as amended with the addition of Donation Request 15-b-e by Councillor Stevenson and Correspondence 15-c-d by Councillor Campbell.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

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

APPROVAL OF THE MINUTES

- a) **May 27, 2025, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Campbell that the minutes of May 27, 2025, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Scholarship Presentations were moved to the beginning of the meeting.

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) Minutes/Reports:

- i) **Minutes** – June 4, 2025 (draft) – included in the package.

b) Resolutions:

4:46pm Mayor McCourt left the meeting – Councillor Campbell assumed the Chair position.

Rezoning Application – Main Street PID 406926

It was moved by Councillor Stevenson and seconded by Councillor Barnes to remove this item from the agenda for further review of a conflict-of-interest complaint that was received by the Town.

Motion Carried 4-0

Mayor McCourt returned to the meeting at 4:48pm

PL-12-2025 - Bylaw #422J – First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

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).

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 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 Bylaw #422J, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 5-0

COMMITTEE OF COUNCIL

- a) **Minutes/Reports:**
 - i) **Minutes** – May 21, 2025 - included in the package.

b) Resolutions:

COC-25-2025 Ride for Refuge

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

Whereas: Blooming House is preparing for its third annual fundraising event, the “Ride for Refuge” scheduled for Oct 4th 2025, and is seeking sponsorships;

And Whereas: These sponsorships enhance the ability of Blooming House to provide their services, and the Town of Cornwall has been a previous sponsor and desires to be so again;

Therefore, be it Resolved: That the Town of Cornwall hereby support the Blooming House “Ride for Refuge” fundraiser as a Community Sponsor for \$500.

Motion Carried 5-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – May 12, 2025 (draft) – included the package. Councillor Herlihy welcomed summer student Taleah Logue. Taleah will be working on the water audit program.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
 - T-3 Transit presented options for transit enhancements in the Town and will bring back a more detailed proposal at next month’s meeting.
 - Councillor Frizzell and Councillor Campbell stopped by the Atlantic Motor Vehicle Extraction Competition hosted by the NRFD and noted that it was very impressive to see the firefighters in action.
 - Council took a tour of the new RCMP detachment. It is great to have the detachment in our Town. August 22, 2025, is the official Grand Opening.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Minutes** – May 14, 2025 – included in the package. Councillor Stevenson provided the following updates:
 - Shout out to staff Kim Meunier, Greg Lucas and Dylan Cameron for a very successful 1st Annual “Everybody Plays” Golf Tournament. Funds raised will assist youth with financial barriers to allow them to participate in sports. There were a lot of sponsorships and staff hosted a BBQ after the event.
 - The Arsenault Brothers 3rd Annual Ball Hockey Tournament was a big success.
 - The Terry Fox Complex fields remain busy and most recently hosting the RC United Kick off Tournament with 45 teams. Big thanks to staff for their great work keeping the facility clean and well run.
 - Canada Day events taking place include: Pancake Breakfast at the Cornwall Civic Centre, Healing Ceremony at the Circle of Peace, Opening Ceremony with cake, ice cream and family fun at Cornwall Town Hall, Family BBQ and swim at Cornwall Civic Centre, Singalong with Campfire Dave at Westwood School, wrap up Fireworks at Hyde Pond.
 - There will be two Park Parties this summer – July at Town Hall and August at Poolside Park.
 - There will not be a July committee meeting, the August meeting is pending.

b) Resolutions:

PR-07-2025 Resident Tree Planting Request

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

Whereas: The Town of Cornwall has established a policy to allow residents to plant trees on Town property for a variety of reasons;

And Whereas: Sally MacDonald has filled out and submitted the necessary application to plant 2 trees at Town Hall and 2 trees at the Cornwall Civic Centre;

And Whereas: The Parks and Recreation Manager has reviewed the application and recommends that it be approved;

Therefore, be it Resolved: The planting of these trees is approved trees as per the application received.

Motion Carried 5-0

PR-08-2025 Resident Use of Property PID 845222

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Steven Campbell**

Whereas: Resident Nathan Comeau has submitted a written request to purchase the part of PID 845222 (Photo Attached) located adjacent to his property at 115 MacKinley Crescent to use as part of his yard in some landscaping.

And Whereas: The Town Parks and Recreation Committee has discussed the land, and recommends that the property not be sold, but that Mr. Comeau be allowed the use of the property to plant shrubs and flowers and the like (Not Trees) on;

Therefore, be it Resolved That: Nathan Comeau be permitted to plant shrubs and flowers on the portion of PID 845222 adjacent to his property for such time as the Town allows and subject to signing and agreement with the Town for that use.

Motion Carried 5-0

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes:** The Committee is meeting tonight after the Council meeting.

b) Resolutions: Nil

WATER/SEWER UTILITY

a) Minutes/Reports:

- i) **Minutes:** June 2, 2025 (draft) – included in the package. Councillor Barnes provided the following updates:
- The Town was recently notified that there is a slight delay with the completion of the Water Tower project.
 - Birt and McKay has been awarded the contract for the Cornwall Phase 1 project.
 - The 2024 Water Report is available on the Town's website.
 - The Committee is working on a Water Hydrant Use policy.

b) Resolutions: Nil

CORRESPONDENCE

- MADD Canada - Thank You was received for the Town's donation.
- Councillor Stevenson received a request from Village Green for use of the Town's tables and chairs. This should be passed along to Manager Meunier to coordinate if not in use. The event can be shared on the Town social media.

OTHER BUSINESS

- Councillor Stevenson noted that students and staff are on the year end countdown and wishes students and staff a safe and great summer as well as the much-deserved break.
- Councillor Stevenson wished his favorite teacher, his wife Jana, a very restful summer.
- Councillor Campbell noted that the Town's mascot, Maizie, participated in the Eliot River Mascot Challenge on the winning team for the relay portion.
- Councillor Campbell's daughter was part of the U15 team that won the Silver at the recent tournament. It was a great weekend for all participants.
- Councillor Campbell noted that NRRFD hosted the Atlantic Motor Vehicle Extraction competition. It was a great event that brought a lot of people to the Town.
- Councillor Campbell congratulated his daughter on her grade 9 graduation as well as all other graduates. Have a safe and happy summer.
- Councillor Frizzell noted that the RC United Kick Off was an amazing sport tourism event. Staff and organizers did a great job. The U11 girls won the gold medal, and his daughter Carmella got 4 goals.
- Councillor Frizzell noted that he had a busy month with a great experience at FCM in Ottawa. There were a lot of opportunity to network and learn including a great session "Equipping Municipal Leaders to Combat Misleading Information".
- Mayor McCourt attended the wrap up senior's lunch with over 125 people in attendance. Staff and volunteers did a great job.
- Mayor McCourt was a guest speaker at the Knights of Columbus dinner. This is a great organization that helps a lot of people in the community.
- Mayor McCourt attended the Blue Heron awards night and the National Indigenous Day at Confederation Landing.
- Mayor McCourt wished everyone a great summer!

IN CAMERA

119-1-a It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move "in camera" at 5:32pm.

Motion Carried

ADJOURNMENT

The meeting resumed regular session at 6:20pm.

Meeting was adjourned at 6:21pm



MAYOR



CHIEF ADMINISTRATIVE OFFICER

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
July 16, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

Present: Mayor Minerva McCourt
Councillor Elaine Barnes (via Zoom)
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Also: Kevin Coady - CAO
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Acting Manager of Planning and Development

CALL TO ORDER

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

There were three members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Herlihy and seconded by Councillor Stevenson that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

June 18, 2025 - It was moved by Councillor Campbell and seconded by Councillor Herlihy that the minutes of June 18, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

T3 Transit – Mike Cassidy and Matthew Cassidy discussed the proposed routes to expand Transit service in the Town. There will be four more runs which will add 4.75 hours as a pilot

project starting in August. These new runs will allow residents to travel within the Town. The Cassidy's advised that when the new buses arrive between December 2025 and September 2026 it will be an all-new fleet.

Councillor Frizzell noted that Primrose Park residents are under serviced considering the number of houses in the area. Some residents would have to walk 2kms to the bus stop if they wanted to use the service. Mike Cassidy commented that service in that area is in the works for future planning. Councillor Barnes noted that this is also a concern for other subdivisions in the Town.

PLANNING

- a) Reports/Minutes – The Committee did not meet.
- b) Information Items –

Cellular Tower – Business Park – This is an information item to make Council aware that a property in the industrial park has been approached about putting a cell phone tower on their property. Access through Town land at Tower Lane is required.

Bylaw 422I, Bylaw 422J – Readings of these bylaws will take place at next week's Council meeting.

- c) Request for Decision –

Parking Variance – Cornerstone Church - Acting Manager Griffin noted that two previous permits had been issued at this property without having extra spaces added. This variance approval will bring the parking into compliance for the property. There was discussion on ensuring that the parking requirements are met moving forward and that the variance in parking spaces will allow sufficient parking and avoid having people parking on residential streets.

It was moved by Councillor Campbell and seconded by Councillor Herlihy to bring forth a resolution to Council that Council grant approval to allow a 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.

FINANCE/ADMINISTRATION

- a) **1st Quarter Financials – included in the package.** Manager MacKinnon noted that the budget is balanced for this quarter. Councillor Herlihy requested some clarification on a few line items. Councillor Frizzell would like a total of what was spent on professional fees last year. Staff will provide.
- b) **2025 Cenotaph Service** – The Town received a request from the organizing committee to once again host the reception after the Cenotaph Service. The service will take place on Sunday, September 21, 2025. The committee thanked the Town for its continuing

commitment to the event and keeping the site maintained.

Councillor Frizzell would like to start discussions again on moving the cenotaph to Town Hall.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee did not meet.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet. Councillor Frizzell provided the following updates:
 - Staff will send out a Doodle poll to set up an E-Watch tour at Charlottetown Police Headquarters in September. Summer has been busy for everyone and its been hard to coordinate a time.
 - Councillor Barnes would like to see information on Pat and the Elephant level of usage by Cornwall residents. CAO Coady will ask for a ridership report.
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
 - (i) Minutes – The Committee did not meet. Councillor Stevenson provided the following updates:
 - The first Park Party was a great success with over 150 participants. The next one will take place on August 8th at Poolside Park.
 - Canada Day was a huge success; a full recap will be provided at next month's Council meeting.
 - Councillor Frizzell requested clarification on garbage cans and dogs at the Terry Fox Complex. There have been more garbage cans added, and dogs are not allowed inside the fenced area. More signage might be a good idea to keep people informed.
 - There has been a lot of positive feedback on the Terry Fox Complex. The facility looks great and kudos to staff. The new acrylic surface at the tennis courts is completed and looks great.
 - The Committee will be looking for Council input on having either Patrick Ledwell or

Red Rock Wrestling as the ticketed item for Cornfest.

- b) Information Items – Nil
- c) Requests for Decision - Nil

PUBLIC WORKS

- a) Reports/Minutes – June 25, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Town will once again have a senior's fall clean up in November for residents that are unable to take items to the dump.
 - The Committee discussed traffic calming products.
 - The Committee will be submitting requests to the Province to reduce speed limits in areas such as school zones.
 - There was discussion on sidewalk pads required for the Province to install flashing crosswalk lights.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – July 7, 2025 (draft) included in the package. Councillor Barnes provided the following updates:
 - The water tower project has a slight delay due to defect in the panels being used in construction. The company is shipping new panels and there will be no additional costs to the Town.
 - There was a Water Conservation presentation from the Environmental summer student, Taleah.
- b) Information Item – Nil.
- c) Requests for Decisions – Nil.

CORRESPONDENCE

CHANGE Program Requests – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council 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.

Chamber of Commerce Sponsorship Request – It was the decision of Council to not

move forward with this sponsorship request.

Canada Day and Scholarship Thank You – The Town received thank you notes from residents on the Canada Day events and a thank you from one of the scholarship recipients.

IN CAMERA

MGA s.119(1)(a)(d)(e)(f) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 5:49pm. Councillor Barnes remained on Zoom and declared that there was no one in the room.

Motion Carried

The meeting resumed regular session at 7:49pm.

ADJOURNMENT

The meeting was adjourned at 7:50pm.

Jill MacIsaac Deputy Mayor, Chair

**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



TOWN OF CORNWALL RESOLUTION

DATE: July 23, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-11-2025
Bylaw #422I – First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED

MOTION LOST

x 4-1

MOTION WITHDRAWN

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.

Bylaw #422I

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

IT IS ENACTED by the Council of the Town of Cornwall as follows:

1. Schedule "A", Zoning Map, of Bylaw #422 is amended by the following:

- a) A portion of PID 406926 being 0.98 acres with a total frontage of 230 feet, a depth of 185 feet and sharing the eastern boundary of PID 247858 is designated as General Commercial Zone (C1), hereby excluding it from its former designation of Agricultural Reserve (A1);

The effective date of Bylaw #422I is the date as signed below by the Minister of Housing, Land and Communities.

First Reading:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the 23rd day of July, 2025.

Second Reading:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the ____ day of ____, 2025.

Approval and Adoption by Council:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the ____ day of ____, 2025.

Signatures:

Jill MacIsaac, Deputy Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422I, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of ____, 2025, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

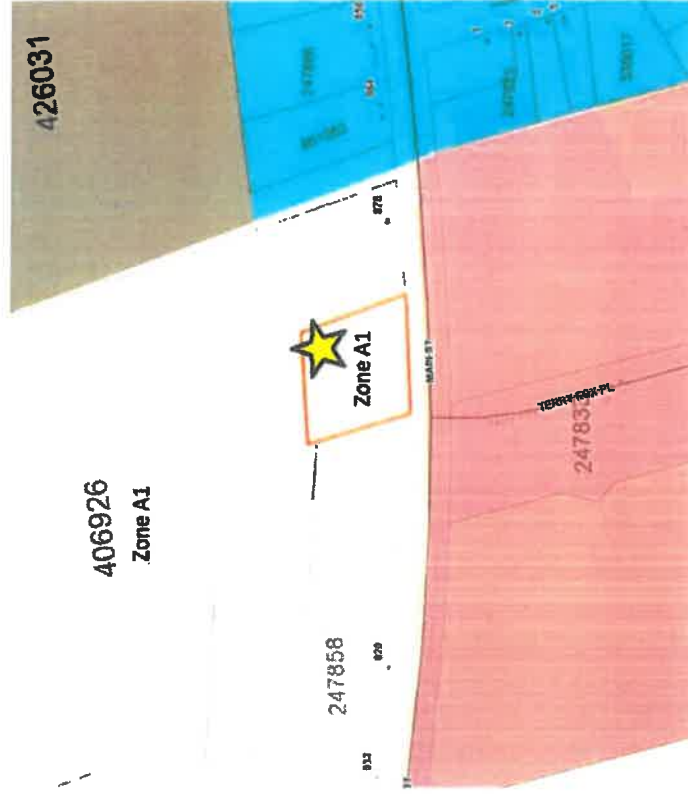
Bylaw #422I, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ____ day of _____, 20____

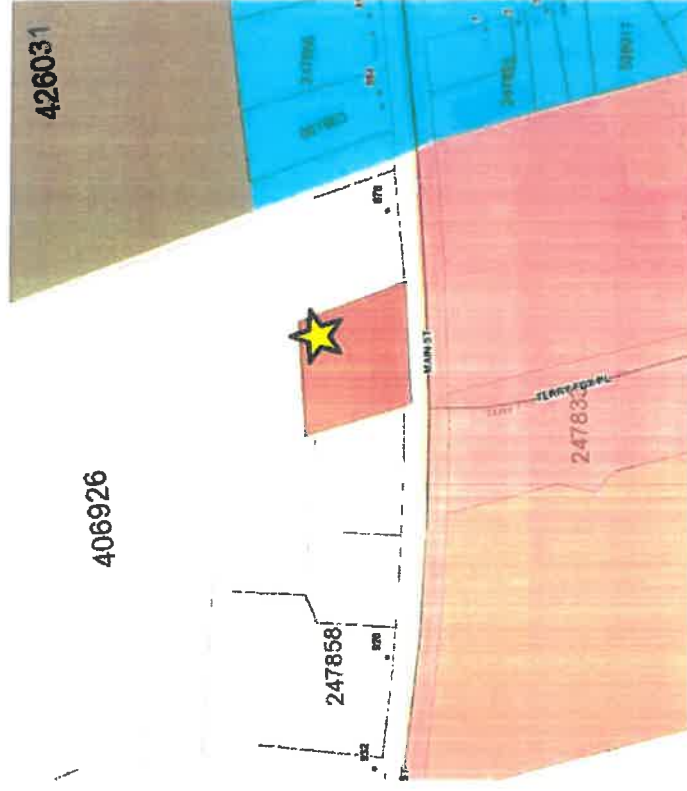
Minister of Housing, Land and Communities

Main Street (PID 406926)

Existing Zoning – Agricultural Reserve (A1)



Proposed Zoning – General Commercial (C1)



Paula Griffin

From: Samantha Murphy <sam@sjmurphyconsulting.com>
Sent: May 29, 2025 11:15 AM
To: Samantha Murphy
Cc: Spencer Hay; Paula Griffin
Subject: Re: Re-zoning Applications
Attachments: Planning Report CW-2025-04 PID245969 Zoning.pdf; Planning Report CW-2025-03 PID406926 Zoning.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi Spencer - as requested. If there are any errors in the background information or other updates required, please let me know. I'm away from my desk tomorrow and will have limited time to do any editing but will be checking emails.

regards,
Sam

Samantha Murphy, RPP, FCIP (she/her)



Samantha Murphy, RPP, FCIP
Lead Consultant, Planner
Tel: 902 629 5702
sam@sjmurphyconsulting.com
www.sjmurphyconsulting.com
LinkedIn: samantha-murphy-rpp

I respectfully acknowledge that the land on which I live and work, Epekwitk (Prince Edward Island), is the traditional and unceded territory of the Indigenous Mi'kmaq People, covered by the historic Treaties of Peace and Friendship.

My working day may not be your working day; please do not feel obliged to reply to this email outside of your normal working hours.

On Thu, May 22, 2025 at 12:58 PM Samantha Murphy <sam@we6planning.com> wrote:

The main general message would be that no matter what the original proposed use is during the rezoning, other uses permitted in the zone could be present over time. And once you have a certain use in place, it can build pressure for that use to intensify or grow.

Sent from my iPhone

On May 22, 2025, at 12:05 PM, Spencer Hay <spencerhay@cornwallpe.ca> wrote:

Apologies Sam,

Been running around like chickens with our heads cut off around here lately..

We do not need your notes prior to the meeting unless there are any specific points you think would be worth mentioning that we may not have picked up on.

Regards,

Spencer Hay, P. Eng.

Manager, Planning & Development

<image001.png>

www.cornwallpe.ca

From: Samantha Murphy <sam@sjmurphyconsulting.com>

Sent: May 18, 2025 7:00 PM

To: Spencer Hay <spencerhay@cornwallpe.ca>

Cc: Paula Griffin <pgriffin@cornwallpe.ca>

Subject: Re: Re-zoning Applications

Hi Spencer, I'm assuming you don't need my notes prior to the public meeting? Unless you just want a very brief email note for these two, it'll probably have to wait as I'm heading out of town for the week as of tomorrow. I've taken a very preliminary look at the two but don't have enough done to really give you anything solid. If it's more urgent than that, let me know and I'll try to fit a bit in between all of the meetings I have.

Samantha Murphy, RPP, FCIP (she/her)



Samantha Murphy, RPP, FCIP
Lead Consultant, Planner
Tel: 902 629 5702
sam@sjmurphyconsulting.com
www.sjmurphyconsulting.com
LinkedIn: samantha-murphy-rpp

I respectfully acknowledge that the land on which I live and work, Epekwitk (Prince Edward Island), is the traditional and unceded territory of the Indigenous Mi'kmaq People, covered by the historic Treaties of Peace and Friendship.

My working day may not be your working day; please do not feel obliged to reply to this email outside of your normal working hours.

On Tue, May 13, 2025 at 12:00 PM Spencer Hay <spencerhay@cornwallpe.ca> wrote:

Hey Sam,

The Town has received two rezoning applications that we would like to get a planning opinion on.

The first property in question is a portion of PID 406926 which is currently zoned A1. The proposal is to subdivide 1 acre and rezone to C1 to facilitate the development of a dairy bar. This would result in a C1 property flanked on three sides by A1 zoned land. The property across the road is zoned PSI. This item was discussed with council, and they resolved to take it to a public meeting to get community feedback despite the planning departments opinion that this may not be an appropriate rezoning given the existing conditions of that part of Town and the inconsistency with the General Land Use Plan which shows this area as Agricultural.

The second property is PID 245969 (298 Main Street) which is currently zoned PURD. The proposal is to rezone the property to C1 to facilitate business use of the existing single-family dwelling on the property. This would result in a c1 zoned property flanked on 3 sides by PURD zoned land. The property across the road is M2. This property was zoned C1 but was rezoned to PURD in 2022 as part of the implementation of bylaw #422. This

item was also discussed with council, and they resolved to take it to a public meeting to get community feedback despite the planning departments opinion that the rezoning would contradict councils' vision of the Town at the time bylaw #422 was adopted.

With the above said, it was also made clear to council that both applications would be considered spot zoning and although there are situations that spot zoning may make sense, these applications do not seem to fall in that category.

The public meeting is scheduled for May 22nd and we plan to bring the applications back to the planning committee on June 4th, complete with resident comments and hopefully a planning opinion from yourself to continue the conversation.

Feel free to contact me to discuss further or if you require additional information.

Regards,

Spencer Hay, P. Eng.

Manager, Planning & Development

Town of Cornwall

15 Mercedes Drive

PO Box 430

Cornwall, PE

C0A1H0

T+ 1 902-367-5990

M+ 1 902-940-6452

<image003.png>

Planning Report

Report for: Town of Cornwall
date: May 29, 2025
Prepared by: Samantha Murphy, RPP, FCIP
File Number: CW-2025-03
Subject: Rezoning, PID 406926, Main Street

RECOMMENDATION

Official Plan policies do not appear to support the conversion of agricultural lands to other uses except where a need for those uses has been demonstrated, although the proposed commercial use would support the Official Plan goal of increasing the Town's commercial tax base. It is recommended that Council give careful consideration to balancing the different land use goals and objectives set out in the Official Plan, in addition to any technical information regarding access and servicing and comments from the public, before taking a decision on the requested amendment.

BACKGROUND

The Town has received an application to rezoning of a 1-acre portion of PID 406926 on Main Street across from the Terry Fox complex and Eliot River school property. The property is zoned Agricultural Reserve (A1) and the request is to rezone the 1-acre portion fronting directly on Main Street to General Commercial (C1) to facilitate the development of a dairy bar.

The property in question is also designated as 'agricultural reserve' on the Town's Official Plan General Land Use Plan and a concurrent amendment to the General Land Use Plan would be required to avoid a conflict between the Official Plan and the Development Bylaw.

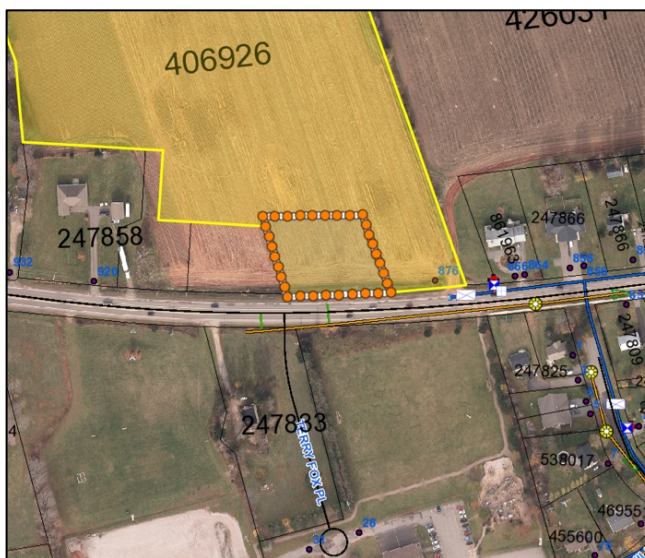


Figure 1 - Subject area

ASSESSMENT

The subject property is currently in resource uses, with residential uses further to the east (zoned for residential use) and west (A1 zoning) and is just over 0.8 km away from the commercial plaza at the corner of Main St and the Meadowbank Rd. The proposed rezoning of a 1-acre portion of the subject property would result in a commercial property flanked on three sides by agriculturally-zoned land. The properties across the road are zoned Public Service and Institutional (PSI).

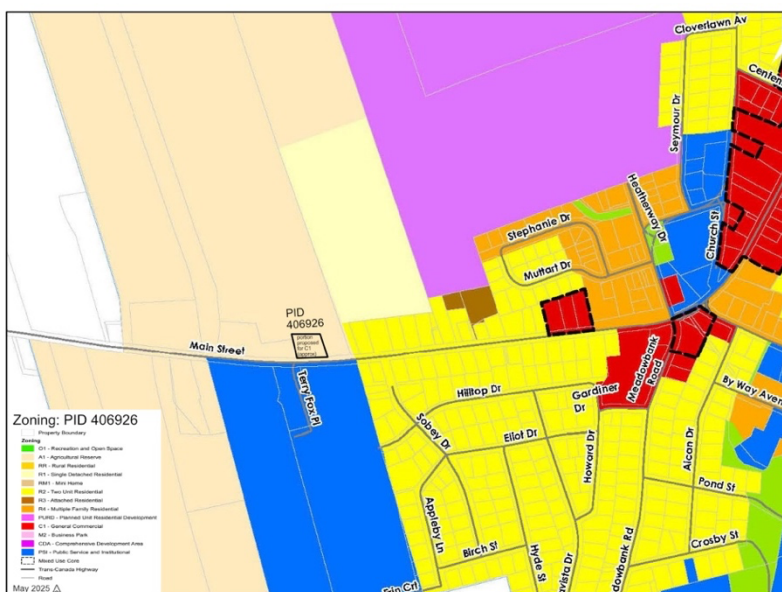


Figure 2 - Zoning Context

Bylaw Requirements

Subsection 22.2(2) of the Development Bylaw sets out criteria for the review of applications for zoning amendments.

Criteria for Zoning Amendments	Comment
a. conformity with all requirements of this Bylaw:	Proposed 1-acre parcel appears to meet minimum lot size requirements for the commercial zone. Other bylaw requirements would be assessed at the development stage.
b. conformity with the Official Plan;	See below
c. suitability of the site for the proposed Development;	It is assumed that the Town has consulted with the Province's Department of Transportation for initial comments on the appropriateness of commercial traffic and access in the location in question.
d. compatibility of the proposed Development with surrounding land Uses, including both existing and future Uses as per the Zoning Map;	The current and future uses in the surrounding areas are a mix of agricultural, residential, and institutional uses. The General Land Use Map and Zoning Map direct commercial uses to the intersection at the corner of Main Street and the Meadowbank and Cornwall Rds. A change in zoning could lead to a range of permitted commercial uses, with a resulting range in potential impacts on adjoining properties.
e. any comments from residents or other interested Persons;	Public comments will be assessed separately by Town staff.
f. adequacy of existing water, sewer, Road, storm water, and	It is assumed that the Town has consulted with the Province's Department of Transportation and the Town's Utility for initial

Parklands for accommodating the Development, and any projected infrastructure requirements;	comments on the adequacy of infrastructure in the area.
g. impacts from the Development on pedestrian/vehicular access and safety, and on Public safety generally;	It is assumed that the Town has consulted with the Province's Department of Transportation – commercial uses tend to involve a higher level of vehicular circulation, especially the proposed dairy bar use. There are no sidewalks or crosswalks to enable pedestrian access.
h. compatibility of the Development with environmental, scenic and Historic Resources;	Commercial uses are not currently present in this stretch of Main St, with the Official Plan directing commercial uses further east towards the lighted intersection.
i. impact on Town finances and budgets; and	None immediately noted, although service-related commercial uses on the site may lead to increased pressure to prematurely extend infrastructure to the area. A change to commercial uses could add to the Town's commercial tax base.
j. other matters as considered relevant by the Council.	None immediately noted.

Conformity with Official Plan

The 2022 Official Plan includes several policies relating to agriculturally and commercial uses. The economic development goals include a range of priorities relating to the long-term viability of farming and enabling commercial and light industrial development that are in keeping with Official Plan policies, increase the Town's assessment base, and expand local employment opportunities.

Policy PA-1 (zoning) points to retaining land in agricultural zoning until lands are required for urban development use within ten years of the date of application, while Policy PA-6 (development of agricultural land) requires connection to the Town's water and wastewater networks (or other reliable onsite systems) but plan actions speak specifically to conversions to residential uses.

The Official Plan also focuses on building a core to the community in the areas between the Meadowbank Road and the Cornwall Business Park. Official Plan objectives regarding commercial uses are:

- To encourage new commercial development in the town by ensuring the availability of commercial lands suitable for a full range of commercial land uses appropriate for location in the town.
- To require that commercial developments be of a high quality in terms of appearance, traffic safety, and compatibility with adjacent land uses.
- To direct commercial development to appropriate locations within the town.
- To minimize conflicts between commercial development and established or future residential neighbourhoods.
- To expand the Town's commercial assessment base.
- To avoid compounding any present traffic or pedestrian safety concerns in the town.

Policy PC-1 indicates that Council will designate sufficient general commercial land to accommodate future projected needs, as established in the General Land Use Plan and Zoning

Map.

Relevant land use criteria described in section 5.1 of the Official Plan include minimizing land use conflicts, protecting agricultural areas, locating commercial development in areas that are compatible, well served by major traffic routes, and well suited to the particular type of commercial activity envisioned, and encouraging intensive mixed-use development on Main Street, particularly in the Mixed Use Core Area (in the vicinity of the intersection of Main Street with Meadowbank and Cornwall Roads to Hyde Creek) where commercial and residential uses shall be encouraged to locate in mixed use structures.

Uses permitted in General Commercial (C1) Zone

Permitted uses in the requested zone include:

- | | |
|--|--|
| a. Retail Stores; | g. Entertainment Establishments; |
| b. Business and Professional Offices; | h. Institutional Buildings; |
| c. Service and Personal Service Shops; | i. Ground-Oriented Housing, up to 12 Dwelling Units; |
| d. Banking and Financial Institutions; | j. Apartment Dwellings, up to 12 Dwelling Units; |
| e. Restaurants and Lounges; | k. Transient or Temporary Commercial; and |
| f. Hotels, Motels or other Tourist Establishments; | l. Accessory Buildings. |

Potential Positive Impacts of the Requested Zoning

The area is less densely developed, reducing the potential impact of commercial uses on adjacent properties and the development would support the official plan goal of expanding the Town's commercial assessment base.

Potential Drawbacks of the Requested Zoning

The area does not abut existing designated commercial areas and could lead to pressures for additional commercial uses at the Town's periphery. It is separated from the existing pedestrian infrastructure, detracting from the Town's efforts to foster a walkable community.

The proposed change would result in removing land from agricultural uses, conflicting with several official plan policies. Although the proposed use is a dairy bar, it could change to other commercial uses over time, potentially causing more land use conflicts as a spot-zoned property.

SUMMARY

To support the proposed rezoning, Council will need to be satisfied that, in balance, a spot-zoned commercial use would be appropriate, sufficiently offsetting official plan policies of preserving agricultural land.

Paula Griffin

From: Samantha Murphy <sam@sjmurphyconsulting.com>
Sent: June 4, 2025 9:47 AM
To: Kevin Coady
Cc: Spencer Hay; Paula Griffin
Subject: Re: Rezoning Opinions
Attachments: Planning Report CW-2025-03 PID406926 Zoning June4_25.pdf; Planning Report CW-2025-04 PID245969 Zoning June4_25.pdf

Hi Kevin - as requested, I've reviewed my assessments and have updated my reports to include recommendations, as well as notes on the public comments received by the Town.

Samantha Murphy, RPP, FCIP (she/her)



Samantha Murphy, RPP, FCIP
Lead Consultant, Planner
Tel: 902 629 5702
sam@sjmurphyconsulting.com
www.sjmurphyconsulting.com
LinkedIn: samantha-murphy-rpp

I respectfully acknowledge that the land on which I live and work, Epekwitk (Prince Edward Island), is the traditional and unceded territory of the Indigenous Mi'kmaq People, covered by the historic Treaties of Peace and Friendship.

My working day may not be your working day; please do not feel obliged to reply to this email outside of your normal working hours.

On Fri, May 30, 2025 at 10:58 AM Kevin Coady <kcoady@cornwallpe.ca> wrote:

Hi Sam

I hope all is well. I just went over the recent opinions we received on the couple of rezonings council is looking at here. I was hoping you would be able to provide a more solid recommendation as to whether you, in your professional opinion considering the items you point out, would recommend council proceed or not proceed with the rezonings. As you know I value your professional opinion very highly. Would you be able to provide a recommendation on these rezonings.

Thanks Sam

Kevin

Kevin Coady

Chief Administrative Officer

Town of Cornwall

15 Mercedes Drive

PO Box 430 Cornwall PE C0A 1H0

Tel: (902)367-5998

Fax: (902)566-5228

RECOMMENDATION

BACKGROUND

The property in question is also designated as ‘agricultural reserve’ on the Town’s Official Plan General Land Use Plan and a concurrent amendment to the General Land Use Plan would be required to avoid a conflict between the Official Plan and the Development Bylaw.

ASSESSMENT

The subject property is currently in resource uses, with residential uses further to the east (zoned for residential use) and west (A1 zoning) and is just over 0.8 km away from the commercial plaza at the corner of Main St and the Meadowbank Rd. The proposed rezoning of a 1-acre portion of the subject property would result in a commercial property flanked on three sides by agriculturally-zoned land. The properties across the road are zoned Public Service and Institutional (PSI).

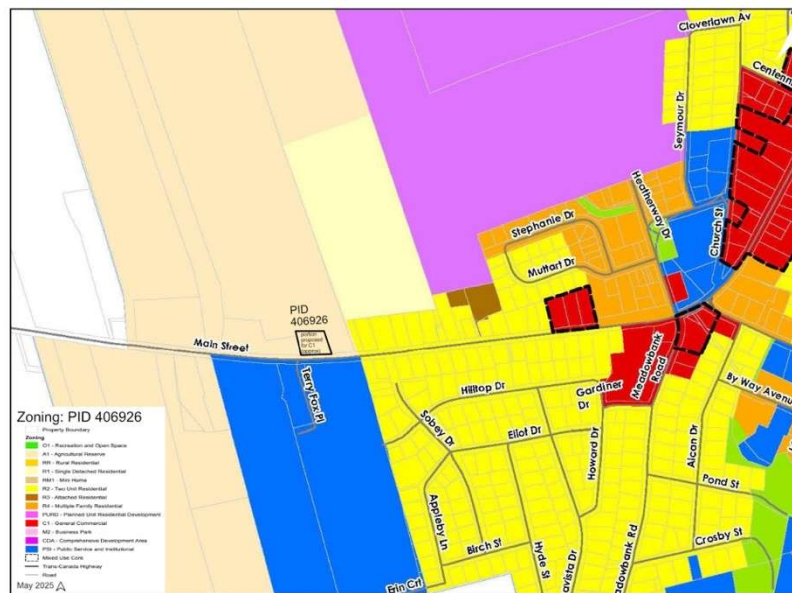


Figure 2 - Zoning Context

Bylaw Requirements

Subsection 22.2(2) of the Development Bylaw sets out criteria for the review of applications for zoning amendments.

Criteria for Zoning Amendments	Comment
a. conformity with all requirements of this Bylaw:	Proposed 1-acre parcel appears to meet minimum lot size requirements for the commercial zone. Other bylaw requirements would be assessed at the development stage.
b. conformity with the Official Plan;	See below
c. suitability of the site for the proposed Development;	It is assumed that the Town has consulted with the Province's Department of Transportation for initial comments on the appropriateness of commercial traffic and access in the location in question.
d. compatibility of the proposed Development with surrounding land Uses, including both existing and future Uses as per the Zoning Map;	The current and future uses in the surrounding areas are a mix of agricultural, residential, and institutional uses. The General Land Use Map and Zoning Map direct commercial uses to the intersection at the corner of Main Street and the Meadowbank and Cornwall Rds. A change in zoning could lead to a range of permitted commercial uses, with a resulting range in potential impacts on adjoining properties.
e. any comments from residents or other interested Persons;	Public comments will be assessed separately by Town staff, although summary observations are provided below.
f. adequacy of existing water,	It is assumed that the Town has consulted with the Province's

sewer, Road, storm water, and Parklands for accommodating the Development, and any projected infrastructure requirements;	Department of Transportation and the Town's Utility for initial comments on the adequacy of infrastructure in the area.
g. impacts from the Development on pedestrian/vehicular access and safety, and on Public safety generally;	It is assumed that the Town has consulted with the Province's Department of Transportation – commercial uses tend to involve a higher level of vehicular circulation, especially the proposed dairy bar use. There are no sidewalks or crosswalks to enable pedestrian access.
h. compatibility of the Development with environmental, scenic and Historic Resources;	Commercial uses are not currently present in this stretch of Main St, with the Official Plan directing commercial uses further east towards the lighted intersection.
i. impact on Town finances and budgets; and	None immediately noted, although service-related commercial uses on the site may lead to increased pressure to prematurely extend infrastructure to the area. A change to commercial uses could add to the Town's commercial tax base.
j. other matters as considered relevant by the Council.	None immediately noted.

Conformity with Official Plan

The 2022 Official Plan includes several policies relating to agriculturally and commercial uses. The economic development goals include a range of priorities relating to the long-term viability of farming and enabling commercial and light industrial development that are in keeping with Official Plan policies, increase the Town's assessment base, and expand local employment opportunities.

Policy PA-1 (zoning) points to retaining land in agricultural zoning until lands are required for urban development use within ten years of the date of application, while Policy PA-6 (development of agricultural land) requires connection to the Town's water and wastewater networks (or other reliable onsite systems) but plan actions speak specifically to conversions to residential uses.

The Official Plan also focuses on building a core to the community in the areas between the Meadowbank Road and the Cornwall Business Park. Official Plan objectives regarding commercial uses are:

- To encourage new commercial development in the town by ensuring the availability of commercial lands suitable for a full range of commercial land uses appropriate for location in the town.
- To require that commercial developments be of a high quality in terms of appearance, traffic safety, and compatibility with adjacent land uses.
- To direct commercial development to appropriate locations within the town.
- To minimize conflicts between commercial development and established or future residential neighbourhoods.
- To expand the Town's commercial assessment base.
- To avoid compounding any present traffic or pedestrian safety concerns in the town.

Policy PC-1 indicates that Council will designate sufficient general commercial land to

accommodate future projected needs, as established in the General Land Use Plan and Zoning Map.

Relevant land use criteria described in section 5.1 of the Official Plan include minimizing land use conflicts, protecting agricultural areas, locating commercial development in areas that are compatible, well served by major traffic routes, and well suited to the particular type of commercial activity envisioned, and encouraging intensive mixed-use development on Main Street, particularly in the Mixed Use Core Area (in the vicinity of the intersection of Main Street with Meadowbank and Cornwall Roads to Hyde Creek) where commercial and residential uses shall be encouraged to locate in mixed use structures.

Uses permitted in General Commercial (C1) Zone

Permitted uses in the requested zone include:

- | | |
|--|--|
| a. Retail Stores; | g. Entertainment Establishments; |
| b. Business and Professional Offices; | h. Institutional Buildings; |
| c. Service and Personal Service Shops; | i. Ground-Oriented Housing, up to 12 Dwelling Units; |
| d. Banking and Financial Institutions; | j. Apartment Dwellings, up to 12 Dwelling Units; |
| e. Restaurants and Lounges; | k. Transient or Temporary Commercial; and |
| f. Hotels, Motels or other Tourist Establishments; | l. Accessory Buildings. |

Public Comments

The minutes of the public meeting held by the Town were reviewed, along with written comments. A number of the comments pertained to ownership, the nature of the products being sold by the proposed use and the existing presence of related commercial uses – these are not matters that relevant to a planning assessment. Feedback relating to land use conflicts with adjacent residential uses, traffic, safety, and preservation of agricultural lands are more directly related to the range of planning considerations explored above.

Factors Supporting Approval of the Requested Zoning

The area is less densely developed, reducing the potential impact of commercial uses on adjacent properties and the development would support the official plan goal of expanding the Town's commercial assessment base.

Factors Supporting Denial of the Requested Zoning

The area does not abut existing designated commercial areas and could lead to pressures for additional commercial uses at the Town's periphery. It is separated from the existing pedestrian infrastructure, detracting from the Town's efforts to foster a walkable community.

The proposed change would result in removing land from agricultural uses, conflicting with several official plan policies. Although the proposed use is a dairy bar, it could change to other commercial uses over time, potentially causing more land use conflicts as a spot-zoned property.

SUMMARY

To support the proposed rezoning, Council will need to be satisfied that a spot-zoned commercial use would be appropriate, sufficiently offsetting official plan policies of preserving agricultural land. In balance, it does not appear that there are sufficient official plan policies supporting the requested change in zoning and none speaking directly to enabling commercial uses in this part of the town, while the Official Plan specifically directs Council to protect agricultural lands and uses until such time as those lands are reasonably expected to be needed for urban uses.

Paula Griffin

From: Paula Griffin
Sent: July 29, 2025 8:50 AM
To: Office; Harrison Duffy
Subject: RE: Rezoning Application PID 406926 (Main Street, Cornwall)

Good morning Robert,

I apologize for the delay. I've mistakenly spoke and can't release minutes from July until they have approved by their respective committees which, as you know, would not occur until August. I will forward them as soon as possible. However until then, the recordings of the Town Council meetings can be found at <https://www.youtube.com/@townofcornwall8037> and past Council minutes at <https://cornwallpe.ca/town-hall/council-minutes/>. Fortunately, Planning is usually early in the agenda. Please let me know if you have any questions.

Regards,

Paula Griffin
Development Officer
Town of Cornwall
15 Mercedes Drive
PO Box 430
Cornwall PE C0A 1H0
(902)367-5989

From: Office <Office@duffyconstructionltd.ca>
Sent: July 28, 2025 3:52 PM
To: Paula Griffin <pgriffin@cornwallpe.ca>; Office <Office@duffyconstructionltd.ca>; Harrison Duffy <harrisonduffy@outlook.com>
Subject: Re: Rezoning Application PID 406926 (Main Street, Cornwall)

Hi Paula
I never received the minutes from that meeting. Were you going to send them?
Regards
Robert
Sent from my iPhone

On Jul 24, 2025, at 10:18 AM, Paula Griffin <pgriffin@cornwallpe.ca> wrote:

Good morning Robert,

Your application to rezone a portion of PID 406926 located on Main Street in Cornwall did not pass First Reading by Cornwall Town Council at their meeting yesterday and has been denied. Please contact us if you have any questions.

Regards,

Paula Griffin

Development Officer

Town of Cornwall

15 Mercedes Drive

PO Box 430

Cornwall PE C0A 1H0

(902)367-5989

Paula Griffin

From: Harrison Duffy <harrisonduffy@outlook.com>
Sent: August 13, 2025 3:09 PM
To: Paula Griffin
Subject: Notice of intent to appeal
Attachments: Notice of Appeal.pdf; cid65A404B4-23D5-4225-8E42-D5D09A680911.pdf

Hi Paula,

I am writing to you today on behalf of the Rezoning Application PID 406926 (Main Street, Cornwall).

Which was turned down by council on July 23rd, 2025

It is our intent to appeal council's decision, we have submitted our appeal with IRAC. With that being said, we are requesting further explanation from council on their decision.

Please see attached below.

Thank you and kind regards,

Harrison Duffy
Service
Duffy Construction Ltd.
3 Anderson Road
Kinkora, PE C0B 1N0

902-303-4829 (cell)
902-887-2303 (office)

August 7, 2025

Without Prejudice

Via Email: pgriffin@cornwallpe.ca

Town of Cornwall
15 Mercedes Drive
Cornwall, PE
C1N 1H9

Attention: Paula Griffin, Development Officer

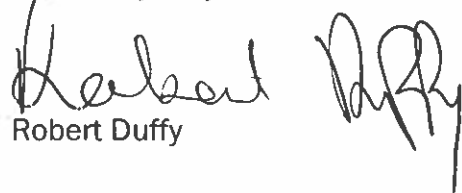
Re: Zoning Amendment Application – Main Street, Cornwall, PE – Part of PID No. 406926

I write in regard to the denial of a proposed amendment to the Zoning Subdivision Control Development Bylaw and accompanying amendments (collectively referred to as the “Zoning Bylaw”) at their meeting on July 23rd, 2025. My application was to amend the Zoning Bylaw for a portion of PID No. 406926 from Agricultural Reserve (A1) zone to General Commercial (C1) zone.

The Town of Cornwall has not made the meeting minutes publicly available, nor provided reasons for their decision. Upon review of the available video footage of the council meeting on July 23rd, 2025, there was no deliberation, nor were reasons provided for the dismissal of the application, contrary to the principles of natural justice and procedural fairness. We ask that you provide reasons for the decision to dismiss the application forthwith.

Please be advised that it is my intention to appeal the decision of the Town of Cornwall to deny the application to amend the Zoning Bylaw and accompanying amendments. A notice of appeal has been sent to the Island Regulatory and Appeal Commission regarding this decision.

Yours very truly,


Robert Duffy

Notice of Appeal

(Pursuant to Section 28 of the *Planning Act*)

TO: The Island Regulatory and Appeals Commission
National Bank Tower, Suite 501, 134 Kent Street
P.O. Box 577, Charlottetown PE C1A 7L1
Telephone: 902-892-3501 Toll free: 1-800-501-6268
Fax: 902-566-4076 Website: www.irac.pe.ca

NOTE:
Appeal process is a public process.

TAKE NOTICE that I/we hereby appeal the decision made by the Minister responsible for the administration of various development regulations of the **Planning Act** or the Municipal Council of Cornwall (name of City, Town or Community) on the 23rd day of July, 2025, wherein the Minister/Community Council made a decision to deny the Application of Robert Duffy to re-zone a part of PID No. 406926 on Main Street, Cornwall from Agriculture Reserve (A1) to General Commercial (C1).

The Town of Cornwall has not made the meeting minutes public from July 23rd, 2025. (attach a copy of the decision).

AND FURTHER TAKE NOTICE that, in accordance with the provisions of Section 28.(5) of the *Planning Act*, the grounds for this appeal are as follows: (use separate page(s) if necessary)
Please see attached Schedule "A".

AND FURTHER TAKE NOTICE that, in accordance with the provisions of Section 28.(5) of the *Planning Act*, I/we seek the following relief: (use separate page(s) if necessary)

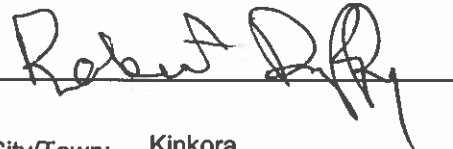
That the Island Regulatory and Appeals Commission revoke the decision of the Town of Cornwall
Council in respect of Robert Duffy's application to amend the Zoning Bylaws, and that an approval
be entered on the application.

EACH APPELLANT MUST COMPLETE THE FOLLOWING: (print separate sheets as necessary)

Name(s) of
Appellant(s): Robert Duffy

Please Print

Signature(s) of
Appellant(s):



Mailing Address: 3 Anderson Road

City/Town: Kinkora

Province: Prince Edward Island

Postal Code: C0B 1N0

Email Address: Office@duffyconstructionltd.ca

Telephone: 902-887-2303

Dated this 11 day of August, 2025.
day month year

IMPORTANT

Under Section 28.(6) of the *Planning Act*, the Appellant must, within seven days of filing an appeal with the Commission serve a copy of the notice of appeal on the municipal council or the Minister as the case may be.

Service of the Notice of Appeal is the responsibility of the Appellant

Information on this Form is collected pursuant to the *Planning Act* and will be used by the Commission in processing this appeal.
For additional information, contact the Commission at 902-892-3501 or by email at info@irac.pe.ca.

Schedule "A" Grounds of Appeal

1. The Town of Cornwall failed to exercise their decision-making discretion in a fair, reasonable and transparent manner.
2. The Town of Cornwall failed to provide reasons for their decision, contrary to the principles of natural justice and procedural fairness.
3. The Town of Cornwall failed to consider all relevant information in their decision.
4. The Town of Cornwall failed to apply sound planning principles by not complying with the principles and objectives of the Town of Cornwall Official Plan.
 - i. These objectives include:
 - To encourage new commercial development in the town by ensuring the availability of commercial lands suitable for a full range of commercial land uses appropriate for location in the town.
 - To require that commercial developments be of a high quality in terms of appearance, traffic safety, and compatibility with adjacent land uses.
 - To direct commercial development to appropriate locations within the town.
 - To minimize conflicts between commercial development and established or future residential neighbourhoods.
 - To expand the Town's commercial assessment base.
 - To avoid compounding any present traffic or pedestrian safety concerns in the town (Town of Cornwall, Official Plan 2022).

Paula Griffin

From: Michelle Walsh-Doucette <mwalshdoucette@irac.pe.ca>
Sent: August 14, 2025 10:41 AM
To: 'office@duffyconstructionltd.ca'; Paula Griffin
Cc: 'harrisonduffy@outlook.com'; Philip Rafuse; Jessica Gillis
Subject: LA25012 Robert Duffy v. Town of Cornwall
Attachments: 2025 08 14 Letter to the Parties LA25012.pdf; 2025 08 13 Notice of Appeal LA25012.pdf

Good morning,

Please see attached correspondence with respect to this matter.

M



Michelle Walsh-Doucette (she/her)

Commission Clerk

D. 902.368.7856

irac.pe.ca/about/contact/

This electronic transmission, including any accompanying attachments, may contain information that is confidential, privileged and/or exempt from disclosure under applicable law, and is intended only for the recipient(s) named above. Disclosure to anyone other than the intended recipient does not constitute waiver of privilege.

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RECEIVED: August 13, 2025

Notice of Appeal

(Pursuant to Section 28 of the *Planning Act*)

TO: The Island Regulatory and Appeals Commission
National Bank Tower, Suite 501, 134 Kent Street
P.O. Box 577, Charlottetown PE C1A 7L1
Telephone: 902-892-3501 Toll free: 1-800-501-6268
Fax: 902-566-4076 Website: www.irac.pe.ca

NOTE:

Appeal process is a public process.

TAKE NOTICE that I/we hereby appeal the decision made by the Minister responsible for the administration of various development regulations of the *Planning Act* or the Municipal Council of Cornwall (name of City, Town or Community) on the 23rd day of July, 2025, wherein the Minister/Community Council made a decision to deny the Application of Robert Duffy to re-zone a part of PID No. 406926 on Main Street, Cornwall from Agriculture Reserve (A1) to General Commercial (C1).

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AND FURTHER TAKE NOTICE that, in accordance with the provisions of Section 28.(5) of the *Planning Act*, the grounds for this appeal are as follows: (use separate page(s) if necessary)
Please see attached Schedule "A".

AND FURTHER TAKE NOTICE that, in accordance with the provisions of Section 28.(5) of the *Planning Act*, I/we seek the following relief: (use separate page(s) if necessary)
That the Island Regulatory and Appeals Commission revoke the decision of the Town of Cornwall Council in respect of Robert Duffy's application to amend the Zoning Bylaws, and that an approval be entered on the application.

EACH APPELLANT MUST COMPLETE THE FOLLOWING: (print separate sheets as necessary)

Name(s) of Appellant(s): Robert Duffy

Please Print

Signature(s) of Appellant(s): 

Mailing Address: 3 Anderson Road

City/Town: Kinkora

Province: Prince Edward Island

Postal Code: C0B 1N0

Email Address: Office@duffyconstructionltd.ca

Telephone: 902-887-2303

Dated this 11 day of August, 2025.
day month year

IMPORTANT

Under Section 28.(6) of the *Planning Act*, the Appellant must, within seven days of filing an appeal with the Commission serve a copy of the notice of appeal on the municipal council or the Minister as the case may be.

Service of the Notice of Appeal is the responsibility of the Appellant

Information on this Form is collected pursuant to the *Planning Act* and will be used by the Commission in processing this appeal. For additional information, contact the Commission at 902-892-3501 or by email at info@irac.pe.ca.

Schedule "A"
Grounds of Appeal

1. The Town of Cornwall failed to exercise their decision-making discretion in a fair, reasonable and transparent manner.
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 - To expand the Town's commercial assessment base.
 - To avoid compounding any present traffic or pedestrian safety concerns in the town (Town of Cornwall, Official Plan 2022).

From: [Harrison Duffy](#)
To: [Appeal Inquiries](#)
Subject: Fwd: Rezoning Application PID 406926 (Main Street, Cornwall)
Date: Wednesday, August 13, 2025 3:14:28 PM

Harrison Duffy
Service
Duffy Construction Ltd.
3 Anderson Road
Kinkora, PE C0B 1N0

902-303-4829 (cell)
902-887-2303 (office)

Begin forwarded message:

From: Office <office@duffyconstructionltd.ca>
Date: July 28, 2025 at 15:52:38 ADT
To: Paula Griffin <pgriffin@cornwallpe.ca>, Office
<office@duffyconstructionltd.ca>, Harrison Duffy
<harrisonduffy@outlook.com>
Subject: Re: Rezoning Application PID 406926 (Main Street, Cornwall)

Hi Paula
I never received the minutes from that meeting. Were you going to send them?
Regards
Robert
Sent from my iPhone

On Jul 24, 2025, at 10:18 AM, Paula Griffin
<pgriffin@cornwallpe.ca> wrote:

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Your application to rezone a portion of PID 406926 located on Main Street in Cornwall did not pass First Reading by Cornwall Town Council at their meeting yesterday and has been denied. Please contact us if you have any questions.

Regards,

Paula Griffin

Development Officer
Town of Cornwall
15 Mercedes Drive
PO Box 430
Cornwall PE C0A 1H0
(902)367-5989



August 14, 2025

VIA EMAIL

office@duffyconstructionltd.ca

Robert Duffy
3 Anderson Road
Kinkora, PE
C0B 1N0

pgriffin@cornwallpe.ca

Paula Griffin, Development Officer
Town of Cornwall
15 Mercedes Drive
PO Box 430
Cornwall, PE
C0A 1H0

RE: Appeal #LA25012 Robert Duffy v. Town of Cornwall

The Prince Edward Island Regulatory and Appeals Commission has received a Notice of Appeal from Robert Duffy against the July 24, 2025, decision of the [Town of Cornwall](#) to deny an application to rezone PID 406926 (Main Street, Cornwall). A copy of the Notice of Appeal is attached. All parties involved will receive copies of submissions made by another party.

Information for the Appellant

The Commission has requested a copy of the file material from Town of Cornwall. A copy of the written material relevant to this appeal will be forwarded to you in a timely manner.

Information for the Respondent

Please forward a copy of all information in your file with respect to the above-noted decision to the Commission by Thursday, September 11, 2025. This information will be added to the Commission's file and will be distributed to the Appellant. On the same date, please file a written response to the Notice of Appeal. The Town of Cornwall may raise issues involving jurisdiction or preliminary matters in addition to a clear, but brief, response to the appeal.

IMPORTANT NOTE: Any questions or concerns can be directed to Michelle Walsh-Doucette by telephone at 902-892-3501 or email at mwalshdoucette@irac.pe.ca.

Michelle Walsh-Doucette
Commission Clerk

Enclosure