

Cornwall, Prince Edward Island

**Committee of Council**

**Wednesday, March 13, 2019 at 4:30 PM**

**Chair Deputy Mayor Cory Stevenson**

**Deputy Chair: Mayor Minerva McCourt**

**Present: Councillor Jill MacIsaac**

**Councillor Corey Frizzell**

**Also: Kevin Coady – Chief Administrative Officer**

**Kim Meunier – Parks and Recreation Manager**

**Dean Lewis – Planning and Development Manager**

**Danielle Herring – Finance Coordinator**

**Lori Bingley – Engagement Coordinator & Finance Assistant**

**Regrets: Councillor Peter Meggs**

**Councillor Elaine Barnes**

**Councillor Shane McGuigan**

**CALL TO ORDER**

Chair Cory Stevenson called the meeting to order and welcomed the three members of the public.

**APPROVAL OF THE AGENDA**

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

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil

**ADOPTION OF PREVIOUS MINUTES**

It was moved by Mayor McCourt and seconded by Councillor Frizzell the minutes of February 19, 2019 be adopted as circulated.

**Motion Carried**

**DELEGATIONS/PUBLIC INPUT**

Deputy Mayor Stevenson welcomed members from the Society of Saint Vincent de Paul. They spoke about their work in the community helping people and families with financial troubles and how they help those families move forward on their own.

**FINANCE/ADMINISTRATION – Councillor Corey Frizzell**

**a) Reports**

Councillor Frizzell noted the Income Statements were distributed in the package.

**b) Items for Discussion:**

- (i) Operating Budget –** There was a lengthy discussion regarding the draft budget handed out in the package. There will be a Special Council Meeting held on Wednesday, March 27<sup>th</sup>, 2019 to pass the budget.

- (ii) Capital Projects – Councillor Frizzell stated there are numerous potential projects being looked at over the next five years, many of which will be covered by Gas Tax.
- (iii) Organizational Review – CAO Coady shared that he has received a Comprehensive Proposal that was included in the package. The price is reasonable, and it is the Committee’s intention to bring a resolution forward at the next Council meeting to award the review.
- (iv) Town Suite Accounting Software – It was noted by Staff that the conversion from Sage Accounting Software to Town Suite Accounting Software remains time consuming and inefficient, especially with the lack of staff resources. The Committee agreed to complete the fiscal year with Town Suite Accounting Software and revert back to Sage Accounting Software beginning April 1, 2019.

**MUNICIPAL SERVICES – CAO Kevin Coady for Councillor Meggs**

- a) The reports were in the Package
  - (i) Transit – CAO Coady stated discussions have been happening between Trius Transit and the Town, and we will be looking at adding extra runs as a trial project within the new budget year.
  - (ii) RCMP – Constable Hubley will be present at the next Committee of Council meeting.

**PARKS & RECREATION – Councillor Corey Frizzell**

- a) Report was in the package
- b) Items for Discussion:
  - (i) Boys and Girls Club Meeting Update – Staff met with the Director of the Boys and Girls Club in Charlottetown to gather information. It was decided they do not offer much more than we do in Cornwall but will keep the conversation open in case anything comes up in the future.
  - (ii) School Usage Policy Change – Westwood School has started charging for weekend bookings, making it difficult to provide programs on weekends. Space is very limited, so staff is looking into other options.
  - (iii) Capital Items – The Committee discussed the need for lights at the ball field at the Terry Fox Sports Complex. It is the recommendation of the Committee to bring forward a resolution to apply for funding for the lights at the March Council meeting. It was also noted three play structures have been purchased; one for Hillside Meadows, one for Community Gardens, and one for the Civic Centre. These will be installed as weather allows.
  - (iv) Other – Staff noted the U17 Soccer Nationals will be held at the Terry Fox Sports Complex in the fall of 2019.

**ADJOURNMENT**

The meeting was adjourned at 6:33pm

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CORY STEVENSON  
CHAIR

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KEVIN COADY  
CHIEF ADMINISTRATIVE OFFICER