

**Cornwall, Prince Edward Island  
Committee of Council  
January 13, 2021 at 4:30 PM**

**Chair** Deputy Mayor Cory Stevenson  
**Deputy Chair:** Mayor Minerva McCourt  
**Present:** Councillor Corey Frizzell  
Councillor Peter Meggs  
Councillor Shane McGuigan  
**Also:** Kevin Coady – Chief Administrative Officer  
Shelley Rector – Manager of Corporate Services  
Tracey MacLean – Engagement Coordinator  
**Regrets:** Councillor Elaine Barnes  
Councillor Jill MacIsaac

**CALL TO ORDER**

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

**APPROVAL OF THE AGENDA**

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

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil

**ADOPTION OF PREVIOUS MINUTES**

It was moved by Councillor Meggs and seconded by Councillor Frizzell that the minutes of November 12, 2020 be approved as circulated.

**Motion Carried**

**DELEGATIONS/PUBLIC INPUT**

Nil

**FINANCE/ADMINISTRATION**

a) Reports

- (i) Comparative Income Statement
  - a. There was a lengthy discussion/question period on the new income statement format. Corporate Services Manager Shelley Rector answered questions and helped with understanding of the new reporting procedures.
  - b. Staff will set up a call out for resident pre-budget consultations. Managers gave been asked to submit their budgets requests in early February.
- (ii) Health and Safety Committee Minutes

b) Items for Discussion:

- (i) Environment Committee TOR's – An updated Terms of Reference will be brought to next month's Committee of Council meeting
- (ii) Crossing Guards Update:
  - a. Deputy Mayor Stevenson noted that he has received complaints regarding the lineup of vehicles on Meadowbank Rd which would be parents arriving for pick up. CAO Coady will pass along the concerns to the RCMP.
  - b. An interview with a potential crossing guard candidate was held recently. Staff will follow up with reference checks and proceed with setting up training.
- (iii) Chamber Audio/Visual and COVID Upgrades – Staff provided an update indicating that the new audio/visual equipment for Chambers will be set up and ready for use within the next month. Staff are getting quotes to have dividers built which would allow the desks to go back to the original setup.
- (iv) 2021 Regular Council Meeting Dates/Time – It was moved by Deputy Mayor Stevenson and seconded by Councillor McGuigan to bring forth a resolution that the Town of Cornwall confirm that the regular monthly meetings of the Council shall be held on the third Wednesday of each month starting at 4:30pm in the Town Hall Council Chambers.
- (v) National Bank Line of Credit Renewal – It was moved by Councillor Frizzell and seconded by Deputy Mayor Stevenson to bring forth a resolution that the Town of Cornwall accepts the renewal of the lines of credit on the updated terms from the National Bank.
- (vi) Town of Cornwall Vision/Mission – Staff recommended that Council set aside some time to meet to review the Town's Vision/Mission for the future.

**MUNICIPAL SERVICES – Councillor Peter Meggs**

**a) Reports**

- (i) Transit
- (ii) Humane Society
- (iii) Police
- (iv) Fire
- (v) Bylaw Enforcement

**b) Items for Discussion**

- (vi) Transit - Ridership continues to decline compared to the 2019 numbers due to Covid, not having the influx of university students this year, people working from home and people just not going out as much as they used to. Although numbers have declined from 2019, they are still in line with numbers from 2018.
- (i) Humane Society
- (ii) Policing Services – the RCMP report shows 57 summary offense tickets issued last month, continuing a trend from previous months. Councillor Meggs noted that as busy as the RCMP is with traffic enforcement, it is only a portion of what they do for the Town.
- (iii) Fire
- (vii) Bylaw Enforcement
- (viii) Engagement

**CORRESPONDENCE**

- (i) Open Door Outreach – It was moved by Councillor Stevenson and seconded by Councillor Meggs to bring forth a resolution that the Town of Cornwall donate two hundred and fifty dollars (\$250) to Open Door Outreach.
- (ii) Letter MP Lawrence MacAulay – The Town received a letter from MP Lawrence MacAulay congratulating the Town on securing the new RCMP Detachment within the Town.
- (iii) Pat & the Elephant – The Town received a request from Pat & the Elephant to increase the yearly grant given the added increase to providing the service. The request will be considered during budget talks.
- (iv) Westwood Primary – The Town received a thank you from Westwood Primary for the donation to the Breakfast Program.
- (v) QEH Friends for Life – It was moved by Councillor McGuigan and seconded by Deputy Mayor Stevenson to bring forth a resolution that the Town of Cornwall donate two hundred and fifty dollars (\$250) to the QEH 2021 Friends for Life Campaign.
- (vi) MADD Canada – It was moved by Deputy Mayor Stevenson and seconded by Councillor Meggs to bring forth a resolution that the Town of Cornwall purchase a business card size advertisement in the annual MADD Message Yearbook for the price of two hundred and ninety-nine dollars (\$299) plus HST.

Councillor Meggs commented that staff did a great job on the outdoor rink.

**IN CAMERA**

Nil

**ADJOURNMENT**

The meeting was adjourned at 6:44pm.

  
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CORY STEVENSON  
CHAIR