

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
February 15, 2023, 4:30 PM**

Chair Deputy Mayor Jill MacIsaac
Deputy Chair Mayor Minerva McCourt
Present: Councillor Elaine Barnes
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Also: Kevin Coady – CAO
Shelley Rector – Manager of Corporate Services/DCAO
Tracey MacLean – Engagement Coordinator
Regrets: Councillor Cory Stevenson

CALL TO ORDER

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

There were no members of the public in attendance.

APPROVAL OF THE AGENDA

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

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Councillor Campbell will recuse himself for section 9-b-3 (competitor of employer)

ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Barnes and seconded by Councillor Campbell that the minutes of January 18, 2023, be approved as circulated.

Motion Carried

DELEGATIONS/PUBLIC INPUT

N/A

ADMINISTRATION

- a) Vision Statement/Mission Statement/Values Statements – It was moved by Councillor Frizzell and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town adopt the Town of Cornwall’s Vision, Mission and Values Statements to guide the Town as it conducts its business on behalf of the residents.

DCAO thanked Council for the all the input in bringing these statements together.

- b) World Thinking Day – It was decided that the Town would light up Town Hall in blue in

recognition of World Thinking Day on February 22, 2023. Staff will create social media posts promoting the day.

- c) Fibromyalgia Day – It was decided that the Town would light up Town Hall in purple in recognition of Fibromyalgia Awareness Day on May 12, 2023. Staff will create social media posts promoting the day.

ENVIRONMENT and SUSTAINABILITY

- a) Deputy Chair – Councillor Stevenson has been appointed as Deputy Chair of the Committee.
- b) Councillor Herlihy reported that the Committee met for the first time and Minutes would be available after next month’s meeting. At the meeting was a presentation on the SWITCH program. CAO Coady and Councillor Frizzell would like to see more details and written data. Councillor Herlihy will gather the information and bring it back to Council. The Committee also discussed the MacPhail Woods restoration project proposal. Water School, for grade 5 students, is slated to begin April 17 and an upcoming RFD to amend the Property Maintenance Bylaw to allow for “No Mow May”.

Councillor Barnes reported that she has had residents raise concerns regarding landowners that have given permission for dirt bikes, ATVs etc. to access their property and that it is causing conflicts. Councillor Stevenson will have it added to the next Parks and Recreation Committee agenda.

FINANCE and MUNICIPAL SERVICES

- a) Reports/Minutes
 - a. 3rd Quarter Financial Report – the report will be added to the website.
 - b. Minutes – January 4, 2023
- b) Information Items
 - a. Pre-Budget Public Meeting – February 13 – It was noted that Shelley did a great presentation. There were two residents in attendance and good questions were brought forward.
 - b. Pre-Budget Survey Results – There were 16 online submissions and two written submissions. Councillor Frizzell questioned the validity of the online survey participants and would like to see a qualifier question to determine if the participants are Cornwall residents.
 - c. Tremploy Donation Request – There is a request for a capital contribution to the new Tremploy building. There was a lengthy discussion on supporting through a capital contribution with the building not being in Cornwall. Tremploy does great work and provides services to some of Cornwall’s vulnerable residents, and it was suggested that Tremploy come back with a programming donation request. CAO Coady will contact Director Joel Dennis to advise.
 - d. Municipal Services Reports (Fire/Police/Bylaw/Humane Society/Transit) –

Councillor Frizzell noted that the Committee would be reviewing the Municipal Services reports and contracts as part of the monthly agendas. He noted that one of the discussions would be on expanding transit in the Town and requested that Mike Cassidy be invited to a future meeting for a discussion on the possibilities.

c) Requests for Decision

- a.** Pat & the Elephant Budget Request – It was moved by Councillor Herlihy and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall allocate \$10,000 in the 2023/24 fiscal year operations budget to contribute to Pat and the Elephant.
- b.** Proposed Transit Agreement Amendments – It was moved by Councillor Herlihy and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall approve the amendments as recommended by the Capital Area Transit Coordinating Committee.

PARKS and RECREATION

a) Reports/Minutes

- a.** Minutes – January 11, 2023 – Councillor Stevenson provided a recap of the Minutes and noted that the recent Snowfest activities were a resounding success and thanked staff, volunteers and participants for making all the events great.

b) Information Items

- a.** Terry Fox Complex Trail Walk – The Town received a report relating to usage and drainage issues at the trail system at the Terry Fox Sports Complex. A recommendation of the report was a tour of the facility for all council members to detail the offerings of the trail for further promotion and marketing opportunities; and to demonstrate ongoing maintenance issues with the trail and possible solutions. Councillor Stevenson noted that the Committee would coordinate a tour with Bill Hogg for some time in April.
- b.** 2023 Events – The Committee reviewed the list of events from 2022 and compiled a list of recommended events for 2023.
- c.** Events Sub Committee – The Committee intends to form an Events Sub Committee comprised of staff and community volunteers. A call out for volunteers will be posted.

PLANNING

a) Reports/Minutes

- a.** January 4, 2023 – There were no questions on the Minutes. CAO Coady noted that the Town received an appeal document today, regarding 522 Capital Drive, which will be added to the next Planning Committee meeting agenda.

PUBLIC WORKS

a) Reports/Minutes

- a.** Minutes – January 25, 2023 – Councillor Campbell noted that there would not be

a meeting in March.

b) Information Items

- a.** Deputy Chair – Councillor Barnes has been appointed as Deputy Chair of the Committee.
- b.** Proposed Street Paving 2023 – The Committee presented the list of paving priorities for 2023 that was passed on to the Province for consideration. CAO Coady noted that this is an evolving list. Councillor Herlihy requested to have the current sidewalk and trail priority list sent to her.

WATER/SEWER UTILITY

a) Reports/Minutes

- a.** Minutes – January 9, 2023 – There were no questions on the Minutes.

b) Requests for Decision

- a.** MPWWA Seminar Sponsorship – It was moved by Councillor Herlihy and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town contribute \$500.00 to be a sponsor of the Maritime Provinces Water & Wastewater Association annual seminar being held in Charlottetown April 2-5, 2023.
- b.** 2023/2024 Utility Rates – There was discussion at the Committee regarding the Town service rates for water and sewer effective for the next fiscal year. The current rates do not fully recover all costs of owning and operating the water and wastewater systems. A 2021 independent analysis recommended increasing the rates by approximately 20% to cover all capital and debt servicing costs, and operating costs including full allocation of administration costs, and depreciation on water and sewer utility infrastructure.

IN CAMERA

MGA s. 119 (1)(d) It was moved by Mayor McCourt and seconded by Councillor Campbell that the meeting would move “in camera” at 6:17pm.

The meeting resumed regular session at 7:31pm.

ADJOURNMENT

The meeting was adjourned at 7:32pm.

JILL MACISAAC, CHAIR