

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council (1)
January 18, 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
Councillor Cory Stevenson
Also: Kevin Coady – CAO
Shelley Rector – Manager of Corporate Services/DCAO
Tracey MacLean – Engagement Coordinator

CALL TO ORDER

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

There were two members of the public in attendance.

APPROVAL OF THE AGENDA

It was moved by Councillor Barnes and seconded by Councillor Stevenson that the agenda be approved as circulated with the addition of 9-c-3 Signing Authority and 8-2 Switch Program

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Mayor McCourt will recuse herself for section 11-a

ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Stevenson and seconded by Mayor McCourt that the minutes of December 14, 2022, be approved as circulated.

Motion Carried

DELEGATIONS/PUBLIC INPUT

- a) Tremploy – Joel Dennis and Richard Gallant presented plans for the new Skills Development Centre currently being built in Werst Royalty. With the rising costs of materials, the project has exceeded the original budget. Tremploy is seeking a \$25,000 contribution to the Capital Campaign which could be paid in a lump sum or spread over several years. They provided an update on the programs and services that are offered through Tremploy.

ADMINISTRATION

- a) Salary Review/CPI (in camera)
- b) Employee Handbook (in camera)

- c) Turf Field MSC Application – It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall apply to the Municipal Strategic Component of the Canada Community Building Fund for funding to assist in the replacement of the artificial turf football field at the Terry Fox Sports Centre.
- d) AT Trail Phase 3 – It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall apply to the Canada-PEI Infrastructure Secretariat for reinstatement of previously approved Main Street Active Transportation Phase 3 project #5.5.12.

ENVIRONMENT and SUSTAINABILITY

- a) Have not met yet. Councillor Herlihy noted that she sent an email to resident members of the Environment Committee and CAWG to advise of the new standing committees and advise that there would be a resident engagement component to the meetings.
- b) SWITCH Program – After discussion on the SWITCH program, it was decided that Councillor Herlihy will invite Jean-Pierre from FCM to do a Zoom presentation at the February Environment and Sustainability Committee meeting.

FINANCE and MUNICIPAL SERVICES

- a) Reports/Minutes – Approved Minutes will be included in next month’s package.
- b) Information Items
 - a. 2023/24 Budget Timelines - It was noted that the pre-budget engagement process is underway. Submissions can be made via Survey Monkey, email, phone or in person. There will be a public presentation on February 13, 2023 at Cornwall Town Hall.
 - b. Committee Deputy Chair – Councillor Judy Herlihy has been appointed as Deputy Chair of the Committee.
 - c. Committee Meeting Date/Time – The Committee is still working to come up with a regular meeting time. Staff will send out a Doodle poll with options.
- c) Requests for Decision
 - a. Quarterly Financial Reporting – It was moved by Councillor Herlihy and seconded by Councillor Barnes to bring forth a resolution to Council that the Town of Cornwall convert to a quarterly financial reporting system.
 - b. 2023 Strathcona Cup – Donation – It was moved by Councillor Barnes and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall donate three hundred dollars to the Cornwall Curling Club to help offset the costs of hosting the 2023 Strathcona Cup Curling event.
 - c. Signing Authority – It was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution to Council that the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of Cornwall Council are Mayor Minerva McCourt and Deputy Mayor Jill MacIsaac; and that the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of administration are Kevin Coady, Chief

Administrative Officer, and Shelley Rector, Manager of Corporate Services and Deputy Chief Administrative Officer.

PARKS and RECREATION

- a) Reports/Minutes – Approved Minutes will be included in next month’s package. Councillor Stevenson noted that there was a lot to discuss at the first meeting. The committee reviewed past and upcoming events.

- b) Information Items
 - a. Snowfest Entertainment – Snowfest 2023 will be a scaled down version due to staffing constraints and the close timing of the upcoming Canada Games. Patrick Ledwell will perform on Saturday, February 11th. Cost will be \$25/person. This will be an adult only event.
 - b. Committee Deputy Chair – Councillor Steven Campbell has been appointed as Deputy Chair of the Committee.

- c) Requests for Decision
 - a. 2023/2024 Minor Sports Groups Facilities Fees – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall extend the facility fees as established by resolution PR-05-2021 for the 2023 field usage season, using the years 2019, 2021, and 2022 to determine the average use, and with the addition of a provision mandating that any minor sport organization that fails to show up for their field booking without providing 48 hours advance notice of a cancellation will be charged an hourly fee of \$25/hour for a turf field booking, or \$12.50/hour for a ball field booking for the missed booking; cancellations due to weather conditions will not be charged.

PLANNING

Mayor McCourt left the meeting at 5:49pm.

- a) Previous Items
 - a. Rezone PID 777557 Cornwall Road – 2nd Reading/Adoption
CAO Coady noted that this item is ongoing and that he was only seeking confirmation of a mover and seconder for the 2nd Reading and Adoption for the January Council meeting next week should Council still wish to proceed.

Mayor McCourt returned to the meeting at 5:50pm

- b. Rezone Capital Drive – 2nd Reading/Adoption
CAO Coady noted, that as above, this item is ongoing and that he was only seeking confirmation of a mover and seconder for the 2nd Reading and Adoption for the January Council meeting next week should Council still wish to proceed.

- b) Reports/Minutes – Approved minutes will be available for next month’s meeting.

- c) Information Items
 - a. Committee Deputy Chair – Councillor Frizzell has been appointed as Deputy Chair of the Committee.
- d) Requests for Decision
 - a. Variance – 130 Jewell Road – An application was received for a setback variance. This will be reviewed at the February Planning Committee meeting and brought back to Council.

PUBLIC WORKS

- a) Have not met – Monthly meetings will take place on the fourth Wednesday of the month after the regular monthly Council meeting.

WATER/SEWER UTILITY

- a) Reports/Minutes – Approved Minutes will be available at the next month’s meeting.
- b) Information Items
 - a. Request to Waive Charges – The Town received a request to waive Utility charges at a property on Ferry Road due to extensive damages from Hurricane Fiona and that residents have been unable to live in the house while repairs are being completed. The Committee recommends denying the request as there has been no interruption of service provided from the Utility and charges are based on availability of service. After discussion, Council agreed to deny the request.
 - b. Committee Deputy Chair – Councillor Stevenson has been appointed as Deputy Chair of the Committee.

- c) Requests for Decision

IN CAMERA

MGA s. 119 (d) It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move “in camera” at 6:21pm.

Deputy Mayor MacIsaac left the meeting at 6:21pm
Mayor McCourt assumed the Chair position.

The meeting resumed regular session at 6:43pm

ADJOURNMENT

The meeting was adjourned at 6:43Pm.

JILL MACISAAC, CHAIR