

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, February 22, 2023
4:30 PM**

Present: Mayor Minerva McCourt - presiding
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Also: Kevin Coady – CAO
Shelley Rector – Manager of Corporate Services/DCAO
Tracey MacLe – Corporate Services Coordinator

Regrets: Deputy Mayor Jill MacIsaac
Councillor Elaine Barnes
Councillor Steven Campbell

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Frizzell moved, seconded by Councillor Stevenson, that the agenda be approved as circulated with the following additions:

- i) Councillor Stevenson would like to add correspondence to section 15-e.
- ii) Councillor Stevenson has notes to pass along from Councillor Campbell.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

- a) **January 25, 2023, Regular Council Meeting:** Councillor Frizzell moved, seconded by Councillor Stevenson that the minutes of January 25, 2023, Regular Council Meeting be approved as circulated.

Motion Carried

- b) **February 8, 2023, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Frizzell that the minutes of February 8, 2023, Special Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

PRESENTATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

COMMITTEE OF COUNCIL

a) **Minutes/Reports: January 18, 2023**, minutes were in the package.

b) **Resolutions:**

COC-01-2023 Vision/Mission/Value Statements

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Judy Herlihy**

Whereas: The Town of Cornwall has not updated its municipal mission statement in a significant time and with a new council in place felt it was time to renew that mission statement, and develop a vision statement and corporate values to guide the Town as it conducts its business on behalf of the residents;

And Whereas: Council has worked together to establish vision, mission and value statements for the Town;

Therefore, be it Resolved: That the Town of Cornwall's Vision, Mission and Values Statements are approved as follows:

VISION - The Town of Cornwall is an inclusive, prosperous, active, environmentally sustainable and safe town, in which residents are proud to reside, conduct business and enjoy life.

MISSION - Our mission is to provide and enhance public services in a timely and competent manner. We work with the community and other public bodies to create a vibrant and active, social and economic environment. Services are provided in a fair, respectful and professional manner consistent with available resources. We will protect and enhance the Town's well-being for current and future generations through: visionary leadership and responsible decision making; accountable and sustainable fiscal practices; the development of a unique and beautiful Town; product and service excellence; and efficiency and community consultation.

VALUES - Transparency, Inclusive, Collaboration, Respect, Integrity, Community-Minded

Value Statements:

1. Transparency

We will conduct all affairs of the Town openly and with transparency, except where prohibited by law or where the MGA indicates in camera meetings are required (section 119).

2. Inclusive

To ensure inclusive and equitable access to municipal services, programs and facilities.

3. Collaboration

We work together and share in our successes and challenges to improve our performance to create safety, security and accountability for our residents and commercial enterprises.

4. Respect

We will treat all people with respect and dignity.

5. Integrity

Practicing high standards of ethical behavior and acting with uncompromising honesty and integrity.

6. Community Minded

Conducting our business in a socially responsible manner that takes into consideration the entire community.

Motion Carried

Councillor Frizzell noted that this was a great exercise and thanked DCAO Shelley Rector for her work on putting it together.

COC-02-2023 Employee Handbook (Employment Policy)

Moved by Councillor **Judy Herlihy**
Seconded by Councillor **Corey Frizzell**

Whereas: The Town of Cornwall maintains an Employee Handbook that contains the Town's employment policies for all staff, and per that Handbook a review is to be conducted on a periodic basis and the Handbook has not been updated since 2015;

And Whereas: Input was obtained from employees and management regarding recommended amendments to the policies in the Handbook, and Council has reviewed the Handbook and the changes recommended by staff, and Council made many recommendations as well;

And Whereas: All amendments, acceptable to Council, have been incorporated into the Handbook as last considered at the Committee of Council meeting held on February 15, 2023, and distributed to council members on February 17, 2023;

And Whereas: The Handbook is now ready for approval;

Therefore, be it Resolved: That the Town of Cornwall approves the amended Employee Handbook effective as of February 23, 2023.

Motion Carried

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:** Councillor Herlihy reported that the Committee met for the first time on February 13, 2023, and Minutes would be available for next month's meeting. She noted there was an informative presentation on the SWITCH program as well as discussion on the Hyde Park Trails restoration plan, the water school and updating of the Property Maintenance Bylaw.
- b) **Resolutions:** Nil

FINANCE AND MUNICIPAL SERVICES

- a) **Minutes/Reports:**
 - i) Minutes – January 4, 2023 – included in the package.
 - ii) Third Quarter Financial Report – included in the package.
 - iii) NRRD, RCMP, Bylaw, Humane Society, Transit – Councillor Frizzell noted that the Municipal Services Committee would be reviewing these reports at the committee meetings.
- b) **Resolutions:**

FMS-06-2023 Pat and the Elephant Annual Funding

Moved by Councillor **Judy Herlihy**
Seconded by Councillor **Corey Frizzell**

Whereas: The Town of Cornwall has received a request from Pat and the Elephant that the Town continue with its operating contribution, \$10,000 in the 2022/23 fiscal year, to the organization that provides wheelchair accessible transportation to many Cornwall and Prince Edward Island residents;

And Whereas: The Town of Cornwall has provided an operating grant to Pat and the Elephant for many years, and desires to continue to do so;

Therefore, be it Resolved: That the Town of Cornwall allocate \$10,000 in the 2023/24 fiscal year operations budget to contribute to Pat and the Elephant.

Motion Carried

FMS-07-2023 T3 Contract Amendments

Moved by Councillor **Judy Herlihy**
Seconded by Councillor **Corey Frizzell**

Whereas: The Towns of Cornwall and Stratford and the City of Charlottetown have a Committee (the Capital Area Transit Coordinating Committee) that oversees the delivery of transit services in the capital region by T3 Transit, and that Committee in conjunction with the operator, has recommended four amendments to the operating agreement that governs the service provision;

And Whereas: The four proposed changes are:

- 1) Extending the exit clause provision from 6 months to 12 months
- 2) Requirement for better communication surrounding fare changes
- 3) Adjustment of the financial reporting requirements to more closely resemble the agreement the province has with T3 for rural transit
- 4) an additional 10 year extension term on the service agreement

And Whereas: These amendments were considered at the Finance and Municipal Services Committee on February 1, 2023 and at the Committee of Council meeting on February 15, 2023;

Therefore, be it Resolved: That the Town of Cornwall approve the amendments as recommended by the Capital Area Transit Coordinating Committee.

Motion Carried

Councillor Stevenson requested an update on having Mike Casidy from T3 attend a meeting. CAO Coady suggested having him attend an April meeting and will touch base with Mike to set up.

PARKS AND RECREATION

- a) **Minutes/Reports: Minutes – January 11, 2023** – included in the package.
Councillor Stevenson reported that the Canada Games torch relay created a lot of excitement and a great vibe as it came through Cornwall. Snowfest was a huge success and kudos to staff, volunteers, and participants. He noted that on Saturday, February 1st there will be a Canada Games Illumination Cultural event featuring Ava and Lily Rashed.
- b) **Resolutions:** Nil

PLANNING AND DEVELOPMENT

Reports & Resolutions:

- a) **Minutes/Reports: January 4, 2023** – included in the package.
- b) **Resolutions** – Nil

PUBLIC WORKS

- a) **Minutes/Reports: January 25, 2023** – included in the package.
- b) **Resolutions:** Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports: January 9, 2023** – included in the package. The committee did not meet in February.
- b) **Resolutions:**

FMS-02-2023 Maritimes Water and Wastewater Association – Annual Seminar Sponsorship

Moved by Councillor **Judy Herlihy**
Seconded by Councillor **Corey Frizzell**

Whereas: The Town has received a request to sponsor the 40th Annual Maritime Provinces Water & Wastewater Association (MPWWA) conference being held in Charlottetown on April 2-5, 2023.

And Whereas: Town Utility Operators are members of the MPWWA and participate in training seminars and conferences to further their education and on the job skills.

And Whereas: The MPWWA is committed to the improved operation of water and wastewater treatment plants through the better understanding of the design, construction and management of these facilities and their associated distribution and collection systems.

Therefore, be it Resolved: That the Town contribute \$500.00 towards the Maritime Provinces Water & Wastewater Association annual seminar being held in Charlottetown April 2-5, 2023.

Motion Carried

CORRESPONDENCE

- a) Blooming House – Thank You for donation.
- b) CHANCES – Thank You for donation.
- c) Eliot River School – Thank You for donation.

- d) QEH – Thank You for donation.
- e) Councillor Stevenson passed along on behalf of Councillor Campbell, congratulations to Eliot River Elementary on their recent success at being named top school for collecting batteries for their fundraiser.
- f) Councillor Stevenson congratulated local author Richard Lemm, UPEI professor, on his new book ‘Imagined Truths.’
- g) Councillor Stevenson congratulated Cornwall’s Michelle Shea and Team Birt of the Cornwall Curling Club for representing PEI at the Scotties Tournament of Hearts in BC. Also, congrats to Lauren Lenentine of the Cornwall Curling Club who is on Team Jones of Team Manitoba.
- h) Mayor McCourt congratulated the Sweetheart Tournament organizers and participants on another very successful tournament. She was honored to attend the opening ceremonies.
- i) Mayor McCourt noted that she attended a meeting with Charlottetown and Stratford mayors on basic income. Wayne Easter will be providing more information.
- j) Mayor McCourt attended a roundtable discussion on affordable housing with Minister McKay and Minister McLane.
- k) Mayor McCourt had an interview with GCACC for an article in their upcoming magazine.
- l) Councillor Frizzell congratulated the PEISAA junior high and high school basketball athletes on a great season and wrap up.

OTHER BUSINESS

- PEI Platinum Jubilee Medal – Mayor McCourt – Congratulations to Mayor Minerva McCourt on being awarded the PEI Platinum Jubilee Medal by the Lieutenant Governor. Mayor McCourt was honored and humbled to be chosen. She noted that this is the first year the medal was presented to Mayors.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:02pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER