

**Town of Cornwall  
Regular Council Meeting  
April 24, 2024, 4:30 PM**

- 1) **Call to Order**
- 2) **Land Acknowledgement**
- 3) **Approval of Agenda/Additions to Agenda**
- 4) **Disclosure of Conflict of Interest**
- 5) **Approval of Previous Minutes**
  - a) Regular Meeting March 27, 2024
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declarations**
- 8) **Committee of Council**
  - a) **Minutes/Reports** - Minutes – March 20, 2024
  - b) **Resolutions**
    - i) Affordable Housing Incentive Program – Evaluation Team
    - ii) Housing Accelerator Fund Committee
    - iii) Open Door Outreach – Donation
    - iv) Prostate Cancer Awareness Month
- 9) **Environment and Sustainability – Councillor Herlihy**
  - a) **Minutes/Reports** –Minutes (Draft) April 8, 2024
  - b) **Resolutions**
- 10) **Municipal and Emergency Services – Councillor Frizzell**
  - a) **Minutes/Reports**
    - i) Minutes (Draft) – April 3, 2024
    - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
  - b) **Resolutions**
- 11) **Parks and Recreation – Councillor Stevenson**
  - a) **Minutes/Reports**
    - i) Minutes (Draft) - April 10, 2024
    - ii) Manager’s Report – April, 2024
  - b) **Resolutions**
    - i) Curling Club Lease Extension
- 12) **Planning and Development – Deputy Mayor MacIsaac**
  - a) **Minutes/Reports** – Minutes (Draft) – April 3, 2024
  - b) **Resolutions**
    - i) Bylaw 422E – Second Reading
    - ii) Bylaw 422E – Formal Adoption
- 13) **Public Works – Councillor Campbell**
  - a) **Minutes/Reports**
  - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
  - a) **Minutes/Reports** – Minutes (Draft) – April 9, 2024
  - b) **Resolutions**
    - i) Water Tower Tender Award
- 15) **Correspondence**
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island  
Regular Meeting of Council  
Wednesday, March 27, 2024  
4:30 PM**

**Present:** Mayor Minerva McCourt – presiding  
Deputy Mayor Jill MacIsaac  
Councillor Steven Campbell  
Councillor Corey Frizzell (via Zoom)  
Councillor Judy Herlihy  
Councillor Cory Stevenson

**Also:** Kevin Coady – CAO  
Tracey MacLean – Community/IT/HR Coordinator  
Spencer Hay – Manager of Planning and Development

**Regrets:** Councillor Elaine Barnes

**CALL TO ORDER**

Mayor Minerva McCourt called the meeting to order at 4:36pm. There was one member of the public in attendance.

**LAND ACKNOWLEDGEMENT** Read

**APPROVAL OF THE AGENDA**

Councillor Stevenson moved, seconded by Councillor Campbell, that the agenda be approved as circulated with the addition of Correspondence by Councillor Stevenson.

**Motion Carried**

**DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST**

Nil

**APPROVAL OF THE MINUTES**

- a) **February 21, 2024, Regular Council Meeting:** Councillor Stevenson moved, seconded by Deputy Mayor MacIsaac that the minutes of February 21, 2024, Regular Council Meeting be approved as circulated with the following amendments: change Environment and Sustainability to include latest meeting; change Parks and Recreation Trivia to include “sold out”.

**Motion Carried**

**BUSINESS ARISING**

Nil

**GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS**

Nil

**REPORTS OF COMMITTEES / RESOLUTIONS:**

**COMMITTEE OF COUNCIL**

**a) Minutes/Reports:**

- i) **Minutes – February 21, 2024** - included in the package.

**b) Resolutions:**

Mayor McCourt noted that for the 2024/2025 Budget there are no tax increases, Water and Sewer will increase in July as per the previous budget. There are plans for work on the Terry Fox Sports Complex Turf, the new Water Tower and hope for future trail connection and extension of services on the Cornwall Road.

Mayor McCourt thanked CAO Coady and Corporate Services Manager MacKinnon and staff for all their hard work putting the budget together.

**COC-05-2024 Town Operating Budget 2024-25**

**Moved by Councillor**        **Judy Herlihy**  
**Seconded by Councillor**    **Cory Stevenson**

**BE IT RESOLVED:**

That the 2024/25 operating budget for the Town of Cornwall with Revenues of \$5,659,334 and Expenditures of \$5,538,332 be adopted; and

**BE IT FURTHER RESOLVED:**

That municipal taxation rates for 2024 shall remain unchanged and those rates are:

A Municipal Tax Rate of \$0.46 per \$100 of assessment be levied against all non-commercial property in the Town of Cornwall for the period of January 1, 2024 to December 31, 2024 as per the provisions of the *Real Property Tax Act*, save and except, the non-commercial component of property which is owned by a non-resident person or non-resident corporation where the Municipal Tax Rate shall be \$1.00 per \$100 of assessment;

The non-commercial component of hotels and motels where the Municipal Tax Rate shall be: \$0.66 per \$100 of assessment where the owner is a resident person or resident corporation; or \$1.32 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation;

The non-commercial component of apartment buildings containing three or more units where the

Municipal Tax Rate shall be \$0.66 per \$100 of assessment where the owner is a resident person or a resident corporation; or \$1.32 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation;

**BE IT FURTHER RESOLVED:**

That a Municipal Tax Rate of \$0.96 per \$100 of assessment be levied against commercial property in the Town of Cornwall for the period of January 1, 2024, to December 31, 2024, as per the provisions of the *Real Property Tax Act*;

**BE IT FURTHER RESOLVED:**

That a Municipal Tax Rate for bona fide farm properties be rebated \$0.20 per \$100 of assessment for farm buildings in the Town of Cornwall for the period of January 1, 2024, to December 31, 2024, as per the provisions of the *Real Property Tax Act*.

NOTE: For the purposes of this resolution, 'non-resident person' and 'non-resident corporation' applies to property owners as described in Section 24 of the Real Property Tax Act Regulations

**Motion Carried**

**COC-06-2024 Town Capital Budget 2024-25**

Moved by Councillor      **Judy Herlihy**  
Seconded by Councillor      **Cory Stevenson**

**BE IT RESOLVED:**

That the 2024/25 capital budget for the Town of Cornwall with proposed expenditures of \$3,510,343 including carry forward projects, be adopted; and

**BE IT FURTHER RESOLVED:**

That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

**Motion Carried**

**COC-07-2024 Utility Operating Budget 2024-25**

Moved by Councillor      **Judy Herlihy**  
Seconded by Councillor      **Cory Stevenson**

**BE IT RESOLVED:**

That the 2024/25 operating budget for the Town of Cornwall Water and Sewer Utility with Revenues of \$2,293,695 and Expenditures of \$2,014,415 be adopted; and

**BE IT FURTHER RESOLVED:**

That the Cornwall Water and Sewer Utility Corporation water and sewer service rates effective July 1, 2024, for the fiscal year 2024/25 shall be as follows:

<b>Water and Sewer Rates for 2024-25</b>		
	<b>As of July 1, 2024</b>	<b>Quarterly</b>
<b>Unmetered Rates</b>		
Water Rate	\$346.00	\$86.50
Sewage Rate	\$341.00	\$85.25
<b>Vacant Service Lots</b>		
Water Rate	\$57.00	\$14.25
Sewer Rate	\$52.00	\$13.00
<b>Metered</b>		
Per cubic Meter Charge	\$0.97	\$0.97
Minimum Per Year Charge	\$346.00	\$86.50
<b>Meter Base Charges:</b>		
2" Meter	\$253.00	\$63.25
1 and 1/2" Meter	\$157.00	\$39.25
1" Meter	\$122.00	\$30.50
3/4" Meter	\$97.00	\$24.25
5/8" Meter	\$87.00	\$21.75
<b>Total 23/24</b>	<b>\$636.00</b>	<b>\$159.00</b>
<b>New 24/25</b>	<b>\$687.00</b>	<b>\$171.75</b>
<b>Difference</b>	<b>\$51.00</b>	<b>\$12.75</b>

**Motion Carried**

**COC-08-2024 Utility Capital Budget 2024-25**

Moved by Councillor      **Judy Herlihy**  
 Seconded by Councillor      **Cory Stevenson**

**BE IT RESOLVED:**

That the 2024/25 capital budget for the Town of Cornwall Water and Sewer Utility with proposed expenditures of \$5,151,729 be adopted; and

**BE IT FURTHER RESOLVED:**

That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

**Motion Carried**

**COC-09-2024 Town/Utility Five Year Capital Plan – 2025/26 through 2028/29**

**Moved by Councillor      Judy Herlihy**  
**Seconded by Councillor      Cory Stevenson**

**Whereas:** The Town of Cornwall is required to have a 5-year capital expenditure plan, including both municipal and utility requirements, to access capital infrastructure funding from senior levels of government and to ensure the prudent and efficient use of capital funds;

**And Whereas:** A capital plan is a dynamic planning document which needs to be kept current on an annual basis, and the first year of the 5-year capital plan is as contained in the current year capital budget;

**Therefore, be it Resolved:** That the Town of Cornwall approve the updated and attached Capital Plan, for the fiscal years 2025/26 through 2028/29, with total proposed capital expenditures of \$43,611,849.

**Motion Carried**

**COC-10-2024 TFSC Football Turf Replacement Tender Award**

**Moved by Councillor      Corey Frizzell**  
**Seconded by Councillor      Steven Campbell**

**Whereas:** The Terry Fox Sports Complex (TFSC) contains two artificial turf sports fields; football and soccer;

**And Whereas:** The soccer field was replaced in 2018 and the football field is now in need of replacement;

**And Whereas:** The Town of Cornwall issued a request for proposals for the replacement and

expansion of the football turf, and two bids were received;

**And Whereas:** The bids have been reviewed by the Town's Engineers and they have recommended the low bid from GTR Turf be accepted in the amount of \$1,397,714.80 excluding HST;

**Therefore, be it Resolved:** That the Town of Cornwall award the TFSC football artificial turf replacement project to GTR Turf, to include provisional item "CORNWALL PEI" lettering in the end zones, for the amount of \$1,397,714.80 excluding HST.

**Motion Carried**

#### **COC-11-2024 MADD Message Yearbook – Ad Purchase**

**Moved by Councillor**      **Cory Stevenson**  
**Seconded by Councillor**      **Steven Campbell**

**Whereas:** On average, four Canadians are killed and 175 are injured every day as a result of impaired driving;

**And Whereas:** MADD Canada is a registered non-profit agency whose mission is "to stop impaired driving and support victims of that violent crime";

**And Whereas:** MADD Canada annually publishes a "Message Yearbook" which is supported by the sale of advertising in the yearbook and the Town of Cornwall wishes to support MADD Canada in pursuit of the fulfillment of its mission;

**Therefore, be it Resolved:** That the Town of Cornwall purchase a colour business card advertisement in MADD Canada's annual "Message Yearbook" for the cost of \$319 plus the applicable HST.

**Motion Carried**

#### **COC-12-2024 PEI Police Association Crime Prevention Guide – Ad Purchase**

**Moved by Councillor**      **Cory Stevenson**  
**Seconded by Councillor**      **Judy Herlihy**

**Whereas:** The Prince Edward Island Police Association publishes an annual Crime Prevention Guide, and this year's edition is the 35<sup>th</sup> annual;

**And Whereas:** The Town of Cornwall generally purchases an 1/8 page colour business card size advertisement in the publication, and desires to do so again;

**Therefore, Be it Resolved:** That the Town of Cornwall purchase a 1/8 page colour

advertisement in the 35<sup>th</sup> annual PEI Police Association Crime Prevention Guide at a cost of \$275 including HST

**Motion Carried**

**ENVIRONMENT AND SUSTAINABILITY**

**a) Minutes/Reports:**

**i) Minutes – March 11, 2024 (Draft)** included in the package. Councillor Herlihy provided the following updates:

- Upcoming events include Fix a Leak Week, Water Day and Earth Day Clean Up.
- Water School will take place in April.
- A Water Conservation Campaign will take place in the Fall.
- CAWG is working on an invasive species education campaign.

**b) Resolutions:** Nil

**MUNICIPAL AND EMERGENCY SERVICES**

**a) Minutes/Reports:**

**i) Minutes – March 6, 2024 (Draft)** included in the package. Councillor Frizzell provided the following updates:

- Transit ridership up 37% in 2024 so far.
- The Transit Strategic Plan is complete and will be presented to Council at a future meeting.
- The Committee will invite experts out to discuss Harm Reduction Strategies.
- NRPD Chief Anson Grant will attend the April 3 meeting.

**ii) NRPD, RCMP, Bylaw, Humane Society, Transit Reports**

**b) Resolutions:** Nil

**PARKS AND RECREATION**

**a) Minutes/Reports:**

**i) Minutes – Manager’s Report – March 2024** included in the package. Councillor Stevenson provided the following updates:

- March Break Camp numbers are up, and camps are running well.
- Easter Event with games, pictures with the Easter Bunny and inflatables will take place on Easter Monday at the Terry Fox Sports Complex. Last year’s event had record attendance.
- The outdoor rinks were open for 30 days this season and well used. Thanks to staff for their hard work getting rinks ready and maintained during up and down weather.
- The new scoreboards at the Terry Fox Sports Complex with Town branding are in place

and look great.

- Staff are looking at ways to avoid canceling senior programs when school is canceled. Staffing is a concern so looking at options to possibly blend programs.
- Staff are looking at potential adult only swim times for the outdoor pool this summer.
- Staff are working with the Just Live Fun Run for their 2024 event. They are looking to change the route. More information will be brought forward when it is available.
- Councillor Campbell requested that Karen Forrest's name be corrected in the Manager's Report.

**b) Resolutions:**

**PR--01-2024 Memorial Bench/Tree Program**

**Moved by Councillor Cory Stevenson**  
**Seconded by Councillor Steven Campbell**

**Whereas:** The Town of Cornwall has had a Memorial Tree Program in place at the Terry Fox Sports Complex, generously administered by Bill Hogg, for many years;

**And Whereas:** The Town will now be administering the program and desires to expand the program to include other areas of the Town and by the addition of benches and bicycle racks to the eligible items under the program;

**And Whereas:** The Parks and Recreation Committee has developed, and the Committee of Council has considered and approves, the attached policy for the implementation of this expanded memorial program;

**Therefore, be it Resolved:** That the Town of Cornwall adopt the Commemorative Tree and Bench Policy last considered at the Committee of Council meeting held March 20, 2024, and attached to this resolution.

**Motion Carried**

Councillor Stevenson thanked staff, Councillor Herlihy and Councillor Campbell for all their work on getting the Memorial Bench/Tree Program together and feels it will be a valuable program for the Town.

**PR-02-2024 TOC Mascot Contest**

**Moved by Councillor Steven Campbell**  
**Seconded by Councillor Cory Stevenson**

**Whereas:** The Town of Cornwall Parks and Recreation Committee desires to establish a new Town of Cornwall mascot and the Town has budgeted funds in the upcoming fiscal year for this purpose;

**And Whereas:** The Parks and Recreation Committee would like to have community input for the new town mascot;

**Therefore, be it Resolved:** That the Town of Cornwall establish a contest for the development of a new Town of Cornwall mascot, the contest shall be open, for submission of ideas and concepts, to all students in grades K-12 that are residents of the Town of Cornwall.

The Parks and Recreation Committee shall develop a short list of 5 of the submissions for residents to vote on to rank the submissions, Council shall determine the new Town of Cornwall mascot based upon the resident's rankings.

**Motion Carried**

## **PLANNING AND DEVELOPMENT**

### **Reports & Resolutions:**

#### **a) Minutes/Reports:**

- i) Minutes – March 6, 2024 (Draft)** included in the package. Deputy Mayor MacIsaac noted that the Public Meeting took place on March 21, 2024, and some of the following resolutions came forward from that meeting.
  - **Scottsview Meadows:** Mayor McCourt asked if there were any concerns about traffic. Manager Spencer Hay confirmed that there were some concerns but that there were not any more allowable doors so should not add any more traffic.
  - **Lots 22-1 and 22-2:**
    - **Parking and Trails** – The building still requires a development permit. Parking and other provisions will be addressed in these documents.
    - **Building Height** – Some residents didn't like the two stories, but it is permitted in the zone. The previous development concept allowed for two stories.
    - **Building Setback** – This is an infilled property, there is an older building, and it is not feasibly possible to match the existing setback.
    - **Building Footprint** – There were concerns about the lot coverage. This is actually a smaller footprint than the previously approved triplex.
  - **Zoning Map Amendment 1<sup>st</sup> Reading:** Main concerns that it was all the property on Poplar being re-zoned but when it was explained that was only a portion of the property, the concern was alleviated.

**b) Resolutions:**

**PL-03-2024 638 Main Street - Variance**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Corey Frizzell**

**Whereas:** The Town received a Development Permit Application for an addition to an existing commercial building located at 638 Main Street, being PID 246629 (the “Property”).

**And Whereas:** The Property is zoned General Commercial (C1) and is located in the designated Mixed-Use Core. The proposed total building width exceeds the maximum building width in the designated Mixed-Use Core, requiring an 8.9% Building Width Variance.

**And Whereas:** Council considered the *2022 Official Plan* and the *Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422*, including Section 14.4.3 and Section 21.

**Therefore, be it Resolved:** That Council grant approval to allow an 8.9% Building Width Variance, relating to Development Permit Application C-212-23 at 638 Main Street, being PID 246629, subject to entering into a Development Agreement with the Town.

**Motion Carried**

**PL-04-2024 517 Capital Drive - Subdivision**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Corey Frizzell**

**Whereas:** The Town received an application to subdivide two (2) Lots and one (1) Parcel from PID 758144, situate at 517 Capital Drive, as shown on Drawing No. 23069 prepared by Sandstone Surveying and Engineering dated February 6, 2024.

**And Whereas:** Council approval is required for a subdivision of one (1) or more lots pursuant to Section 1.5(d) of the *Zoning and Subdivision Control (Development) Bylaw #422*.

**And Whereas:** Council has considered the *Town of Cornwall 2022 Official Plan* and *Zoning and Subdivision Control (Development) Bylaw #422*.

**Therefore, be it Resolved:** That Council grant approval of the subdivision of a portion of PID 758144 to create Lot 24-1, Lot 24-2, and Parcel R1, subject to receiving finalized subdivision plan, the Developer receiving access approval from the Department of Transportation and Infrastructure, and further subject the Developer entering into a Subdivision Agreement with the Town.

**Motion Carried**

**PL-05-2024 517 Capital Drive – Height Restriction Exemption**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Corey Frizzell**

**Whereas:** A Development Permit Application was received to for a Special Permit Use Apartment Dwelling at 517 Capital Drive, being a portion of PID 758144 (the “Property”) and requested a Height Restriction Exemption to allow a building height up to 54ft.

**And Whereas:** Council considered the *2022 Official Plan* and the *Zoning and Subdivision Control (Development) Bylaw #422* (the “Bylaw”), including Section 4.6.

**Therefore, be it Resolved:** That Council grant approval of the Height Restriction Exemption to permit a building height up to 54ft, subject to requirements of Section 4.6 of the Bylaw, and further subject to Council approval of the Special Permit Use and entering into a Development Agreement with the Town.

**Motion Carried**

**PL-06-2024 Scottsview Meadows – Phase 1 Amendment to Development Concept**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Steven Campbell**

**Whereas:** the Town received a request to amend the Development Concept for Phase 1 of the Scottsview Meadows Subdivision (portion of PID 1148626) from 100% Semi-Detached Dwelling lots to a combination of Semi-Detached Dwellings and Narrow Lot Single-Detached Dwellings.

**And Whereas:** the proposed Development Concept requires the subdivision of existing lots in Phase 1 for development of Narrow Lot Single-Detached Dwellings.

**And Whereas:** Council has considered the Town of Cornwall 2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

**Therefore, be it Resolved:** That Council grant approval to amend the Development Concept for Phase 1 of Scottsview Meadows Subdivision (portion of PID 1148626) from development of 100% Semi-Detached Dwellings to a combination of Semi-Detached Dwellings and Narrow Lot Single-Detached Dwellings, subject to the Developer entering into a Subdivision and Development Agreement with the Town.

**Motion Carried**

**PL-07-2024 Lot 22-1 Seymour Drive (1170422) Amendment to Development Concept**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Steven Campbell**

**Whereas:** the Town received a request to amend the Development Concept for Lot 22-1 Seymour Drive (PID 1170422) from Single-Detached Dwelling, Semi-Detached Dwelling, Block Row Townhouse Dwelling, or Row Townhouse Dwelling to a 4-Unit Multiple Unit Dwelling.

**And Whereas:** Council has considered the Town of Cornwall 2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

**Therefore, be it Resolved:** That Council grant approval to amend the Development Concept for Lot 22-1 Seymour Drive (PID 1170422) from Single-Detached Dwelling, Semi-Detached Dwelling, Block Row Townhouse Dwelling, or Row Townhouse Dwelling to a 4-Unit Multiple Unit Dwelling, subject to the Developer entering into a Development Agreement with the Town.

**Motion Carried**

**PL-08-2024 Lot 22-2 Seymour Drive (1170430) Amendment to Development Concept**

**Moved by Councillor**      **Jill MacIsaac**  
**Seconded by Councillor**      **Steven Campbell**

**Whereas:** the Town received a Development Permit Application to amend the Development Concept for Lot 22-2 Seymour Drive (PID 1170430) from Single-Detached Dwelling, Semi-Detached Dwelling, Block Row Townhouse Dwelling, or Row Townhouse Dwelling to a 4-Unit Multiple Unit Dwelling.

**And Whereas:** Council has considered the Town of Cornwall 2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422.

**Therefore, be it Resolved:** That Council grant approval to amend the Development Concept for Lot 22-2 Seymour Drive (PID 1170430) from Single-Detached Dwelling, Semi-Detached Dwelling, Block Row Townhouse Dwelling, or Row Townhouse Dwelling to a 4-Unit Multiple Unit Dwelling, subject to the Developer entering into a Development Agreement with the Town.

**Motion Carried**

**PL-09-2024 Zoning Map Amendment – 1<sup>st</sup> Reading**

**Moved by Councillor**            **Jill MacIsaac**  
**Seconded by Councillor**    **Judy Herlihy**

**Whereas:** Council has received an application to rezone a portion of PID 246090 from Two-Unit Residential (R2) to General Commercial (C1). Said portion of PID 246090 is severed and consolidated with PID 246066, which is zoned General Commercial (C1).

**Whereas:** Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”) to ensure consistency where a Zone Boundary is indicated as following Lot or Property Lines.

**And Whereas:** the proposed amendment to the designation of said portion of PID 246090 on the Zoning Map and General Land Use Plan were presented to the public at an open meeting held on March 21, 2024.

**And Whereas:** Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

**Therefore, be it Resolved:** that Bylaw #422E, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, is hereby read and approved a first time.

**Motion Carried**

**PL-10-2024 Official Plan Amendment – General Use Land Map**

**Moved by Councillor**            **Jill MacIsaac**  
**Seconded by Councillor**    **Judy Herlihy**

**Whereas:** Council has received an application to redesignate the Future Land Use of a portion of PID 246090 from Two-Unit Residential to General Commercial. Said portion of PID 246090 is severed and consolidated with PID 246066, which is designated General Commercial.

**Whereas:** Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”) to ensure consistency where a Zone Boundary is indicated as following Lot or Property Lines.

**And Whereas:** the proposed amendment to the designation of said portion of PID 246090 on the Zoning Map and General Land Use Plan were presented to the public at an open meeting held on

March 21, 2024.

**And Whereas:** Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

**Therefore, be it Resolved:** that Official Plan Amendment OPA-2024-1, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

**Motion Carried**

### **PUBLIC WORKS**

- a) **Minutes/Reports:** The Committee will meet April 24, 2024.
- Councillor Herlihy inquired about having input on the paving list that is submitted to the Province. She had concerns about Kingston Road and was informed that it is on the list.
  - Councillor Stevenson passed along residents requests the have extra poles removed on McRae Drive and to have a crosswalk from McRae Drive to the AT Trail.

b) **Resolutions:**

#### **PW-01-2024 Grass Contract 2024**

**Moved by Councillor**            **Steven Campbell**  
**Seconded by Councillor**    **Cory Stevenson**

**Whereas:** The Town of Cornwall issued a request for quotes for grass cutting/trimming services, this included the grass cutting/trimming of 9 properties around the Town for the 2024 season;

**And Whereas:** One complete bid was received for the contract from Subscribed Lawncare in the amount of \$1,090 plus HST per week;

**Therefore, be it Resolved:** That the Town accept the bid from Subscribed Lawncare and award Subscribed Lawncare the grass cutting/trimming contact for the 2024 Season.

**Motion Carried**

Councillor Herlihy commented that since only one bid on grass contract for this year that perhaps next year the Town should look at the cost benefits of contracting out vs in house.

### **WATER/SEWER UTILITY**

- a) **Minutes/Reports:** **March 4, 2024** (draft) included in the package.
- b) **Resolutions:** Nil

## **CORRESPONDENCE**

- Councillor Stevenson congratulated West River on their successful food and bake auction which raised money for school lunches. He encouraged everyone to like the West River Facebook page.
- Councillor Campbell congratulated Mark MacDougall on receiving the Golden Sneaker award. Mark is a great person and teacher that has done a lot for the community.
- Mayor McCourt thanked everyone for their work on putting the Budget together.
- Mayor McCourt offered condolences to Roger Richard and family on the passing of Judy Richard. Judy was a very community-minded person that volunteered at many things including many Town of Cornwall events. Judy will be remembered for her smile and will be missed.
- Mayor McCourt wished everyone a Happy Easter and reminded everyone of the Easter event at the Terry Fox Complex on Easter Monday.

## **OTHER BUSINESS**

Nil

## **IN CAMERA**

Nil

## **ADJOURNMENT**

The meeting was adjourned at 5:39pm.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**Town of Cornwall  
Cornwall, Prince Edward Island  
Committee of Council  
March 20, 2024, 4:30 PM**

**Chair**            **Deputy Mayor Jill MacIsaac**

**Present:**        **Mayor Minerva McCourt**  
                  **Councillor Elaine Barnes (via Zoom)**  
                  **Councillor Steven Campbell**  
                  **Councillor Judy Herlihy**  
                  **Councillor Cory Stevenson**  
                  **Councillor Corey Frizzell**

**Also:**            **Kevin Coady – CAO**  
                  **Tracey MacLean – Community/IT/HR Coordinator**  
                  **Wendy MacKinnon – Manager of Corporate Services**  
                  **Spencer Hay – Manager of Planning and Development**

**CALL TO ORDER**

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

There were no members of the public present.

**APPROVAL OF THE AGENDA**

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

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil

**ADOPTION OF PREVIOUS MINUTES**

February 21, 2024 - It was moved by Councillor Herlihy and seconded by Councillor Stevenson that the minutes of February 21, 2024, be approved as circulated.

**Motion Carried**

**GUESTS/PRESENTATIONS**

Nil

**FINANCE/ADMINISTRATION**

- a) 2024/2025 Draft Budgets and Capital Plan – It was moved by Councillor Herlihy and seconded by Councillor Stevenson to bring forth resolutions to Council that the Town of Cornwall pass the 2024/2025 Town and Utility Budgets and Capital Plans,

- b) Tender Award – TFSC Turf Field – It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall award the TFSC football artificial turf replacement project to GTR Turf, to include provisional item “CORNWALL PEI” lettering in the end zones, for \$1,397,714.80 excluding HST.

Manager Spencer Hay reviewed the report and comparisons from WSP comparing the two tenders received on the Turf Field Rehabilitation Design/Build.

Deputy Mayor MacIsaac left the meeting at 5:11pm, Mayor McCourt assumed the Chair position. Deputy Mayor MacIsaac returned to the meeting at 5:20pm and resumed the position of Chair.

### **ENVIRONMENT and SUSTAINABILITY**

- a) Reports/Minutes –
- (i) March 11, 2024 (Draft) – included in the package. Councillor Herlihy provided the following highlights of meeting discussions:
- Fix a Leak Week will have daily social media posts with chances to win prizes.
  - Water School will take place in April with seven grade 5 classes attending. There were great reviews from last year.
  - Earth Day Clean Up and BBQ will take place on Saturday, April 20<sup>th</sup> 10am to 12pm. Groups will be contacted to help with the event.
  - There was discussion on the water conservation campaign and potential names for the campaign.
  - The CAWG Hyde Pond projecting is progressing, and the group will host an info night on invasive species in the future.
- b) Information Items – Nil
- c) Requests for Decision – Nil

### **MUNICIPAL and EMERGENCY SERVICES**

- a) Reports/Minutes
- (i) Minutes – March 6, 2024 (Draft) – included in the package. Councillor Frizzell provided the following updates:
- The consultants for the Transit Strategic Plan will present the plan to the Council at a future meeting; Mike Cassidy of T3 Transit will be invited to a meeting subsequent to that presentation.
  - There was a discussion on the Community Emergency Response Teams as recommended by Dr. Trevor Jain. It would consist of teams in Cornwall neighborhoods that would assist in instances such as hurricane Fiona.
  - The Committee will discuss Harm Reduction further and invite experts in the field to present.
  - NRRFD Chief Anson Grant will be present at April’s meeting.
- (ii) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were in the package.

- b) Information Items - Nil
- c) Requests for Decision - Nil

### **PARKS and RECREATION**

- a) Reports/Minutes
  - (i) Manager's Report – included in the package. Councillor Stevenson provided the following updates:
    - The Annual Easter event will take place on Easter Monday at the Terry Fox Sports Complex. Last year had a record number of participants and we are looking forward to another great event.
    - The outdoor rinks were open for thirty days this season and had lots of use. Thanks to staff for all the hard work put into getting the rinks up and running and for daily maintenance through very up and down weather.
    - The new scoreboards are on their way and will be Town branded.
    - Manager Kim Meunier is looking into options to avoid cancelling senior programs when school is cancelled.
    - Manager Kim Meunier is in early discussions with the organizing committee of the Just Live Fun Run.
    - The department is looking at having a designated senior time at the outdoor pool this summer.
    - There was discussion on the timeline for the turf field replacement.

- b) Information Items - Nil
- c) Requests for Decision

- (i) Policy – Memorial Benches, Trees etc. – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall adopt the Commemorative Tree and Bench Policy to expand on the current Memorial Tree program.
- (ii) Mascot Design Contest – It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall establish a contest for the development of a new Town of Cornwall mascot, the contest shall be open, for submission of ideas and concepts, to all students in grades K-12 that are residents of the Town of Cornwall.

The Parks and Recreation Committee shall develop a short list of five of the submissions for residents to vote on to rank the submissions, Council shall determine the new Town of Cornwall mascot based upon the resident's rankings.

### **PLANNING**

- a) Reports/Minutes
  - (i) Minutes – March 6, 2024 (Draft) – included in the package.
- b) Information Items

- (i) 91 Kingston Road - Noncompliant Accessory Building – The Planning Department staff have tried unsuccessfully to make contact. It has been five and a half months since the owner had been given the list of required items to bring into conformance of the NBC Standards and hasn't done anything. Staff will draft a letter with an order, with dates to remove the structure.
  - (ii) 601 Capital Drive – Vacant Dwelling Demolition/Removal – The building has sold, and work is being done. The property owner has until March 26, 2024, to advise of a timeline for the demolition/removal of the building.
  - (iii) Lakeview Drive Greenspace – The property owner at 1540 Warren Grove Road is considering opening a childcare centre and contacted the Town about possibly using part of the Lakeview Drive greenspace as a play area. They indicated that if considered, they would construct and maintain a fence for the area.
- c) Request for Decision
- (i) 638 Main Street (Access PEI) – Variance – It was moved by Deputy Mayor MacIsaac and seconded by Councillor Frizzell to bring forth a resolution that Council grant approval to allow an 8.9% Building Width Variance, relating to Development Permit Application C-212-23 at 638 Main Street, being PID 246629, subject to entering into a Development Agreement with the Town.
  - (ii) 517 Capital Drive – Subdivision Application – It was moved by Deputy Mayor MacIsaac and seconded by Councillor Frizzell to bring forth a resolution that Council grant approval of the subdivision of a portion of PID 758144 to create Lot 24-1, Lot 24-2, and Parcel R1, subject to: receiving a finalized subdivision plan, the Developer receiving access approval from the Department of Transportation and Infrastructure, and the Developer entering into a Subdivision Agreement with the Town.
  - (iii) 517 Capital Drive – Height Variance - It was moved by Deputy Mayor MacIsaac and seconded by Councillor Frizzell to bring forth a resolution that Council grant approval of the Height Restriction Exemption to permit a building height up to 54ft, subject to: requirements of Section 4.6 of the Bylaw, Council approval of the Special Permit Use, and entering into a Development Agreement with the Town.

## **PUBLIC WORKS**

- a) Reports/Minutes
  - (i) Minutes – The Committee will meet in April.
- b) Information Items – Nil
- c) Requests for Decision –
  - (i) Grass Contract 2024 – It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town accept the bid from Subscribed Lawncare for the grass cutting/trimming contract for the 2024 Season.

**WATER/SEWER UTILITY**

- a) Reports/Minutes –
  - (i) Minutes – March 4,2024 (Draft) included in the package.
  
- b) Information Item –
  - (i) Water Tower Tender – The Town received two bids for the new water tower at the Main Street Wellfield site. WSP is reviewing the bids and will provide recommendations for the April Utility Committee meeting.
  
- c) Requests for Decisions – Nil

**CORRESPONDENCE**

Nil

**IN CAMERA**

Nil

**ADJOURNMENT**

The meeting was adjourned at 6:22pm

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DEPUTY MAYOR MACISAAC, CHAIR



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024

**DEPARTMENT:** Committee of Council

**MOTION NUMBER:** COC-13-2024 Affordable Housing Incentive Program – Evaluation Team

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

**Seconded by Councillor** \_\_\_\_\_ **Jill MacIsaac**

**Whereas:** The Town of Cornwall implemented an *Affordable Housing Incentive Program* in 2019, and that program requires an “Evaluation Team” to screen and make recommendations to Council pertaining to applications for the various incentives available under the program;

**Therefore, Be it Resolved:** That the “Evaluation Team” for the Town of Cornwall Affordable Housing Incentive Program is the Committee of Council.



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024

**DEPARTMENT:** Committee of Council

**MOTION NUMBER:** COC-14-2024 Housing Accelerator Fund Committee

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

**Seconded by Councillor** \_\_\_\_\_ **Jill MacIsaac**

**Whereas:** The Town of Cornwall was approved for funding under the Government of Canada Housing Accelerator Fund;

**And Whereas:** The Town, in addition to its own municipal priorities for these funds, has received, and will continue to receive, requests for a portion of these funds;

**And Whereas:** The Town requires a screening committee to consider all requests for use of the Housing Accelerator Funds and to make recommendations to Council regarding the disbursement of these funds;

**Therefore, Be it Resolved:** That the Committee of Council be the screening committee for the use of Housing Accelerator Funds



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024

**DEPARTMENT:** Committee of Council

**MOTION NUMBER:** COC-15-2024 Open Door Outreach

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

**Seconded by Councillor** \_\_\_\_\_ **Elaine Barnes**

**Whereas:** Open Door Outreach is a non-profit organization with the goal of empowering marginalized individuals on PEI and assisting them in reaching their full potential;

**And Whereas:** The Town of Cornwall has been a supporter of Open Door Outreach and its goals, and desires to continue to do so;

**Therefore, Be it Resolved:** That the Town of Cornwall donate two hundred dollars to partner with the organization in their Community Changers Breakfast fundraiser.



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024

**DEPARTMENT:** Committee of Council

**MOTION NUMBER:** COC-16-2024 Prostate Cancer Awareness Month

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

**Seconded by Councillor** \_\_\_\_\_ **Steven Campbell**

**Whereas:** Prostate Cancer is the number one cancer in men in Canada, Prostate Cancer Support Canada has requested that the Town of Cornwall light up the Cornwall Town Hall in blue during the month of September to show support to those afflicted with the disease;

**Therefore, Be it Resolved:** That the Town of Cornwall light the Cornwall Town Hall in blue for the week of September 1<sup>st</sup> – 7<sup>th</sup> 2024.

**TOWN OF CORNWALL  
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING  
Monday, April 8th, 2024, at 5:00 PM**

Chair: Councillor Cory Stevenson  
Present: Deputy Mayor Jill MacIsaac

Also: Kevin Coady - CAO  
Billy Ramsey – Infrastructure Supervisor  
Stephen O’Shea – Utility Operator

Two Community Members

Regrets: Mayor Minerva McCourt  
Councillor Judy Herlihy

**CALL TO ORDER**

The meeting was called to order at 5:01 p.m. by Deputy Chair Cory Stevenson.

**LAND ACKNOWLEDGEMENT**

The Chair read the land acknowledgement; that the land we gather on is the ancestral land of the Mi’kmaq and we respect the Mi’kmaq as the Indigenous People of Prince Edward Island.

**APPROVAL OF THE AGENDA**

The agenda was approved as circulated with the addition of two items, Environmentally Friendly Events and Women’s Institute Roadside Cleanup.

It was moved by Deputy Mayor Macisaac, seconded by Chair Stevenson.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**APPROVAL OF MINUTES**

It was moved by Deputy Mayor MacIsaac, seconded by Chair Steveson that the Environment and Sustainability Committee minutes of March 11th, 2024, be approved as circulated.

**Motion Carried**

**BUSINESS ARISING**

The Town put in a request to get funding for an edible orchard but was not successful in being approved for funding.

## **RESIDENT ENGAGEMENT**

### **CALENDER EVENTS EARTH DAY APRIL 22ed – CLEAN UP APRIL 20th**

The Committee is hosting an Earth Day Clean-up on Saturday April 20<sup>th</sup>, 2024. This event will take place at the Town Hall from 10AM till 12PM. Council and staff will be on hand to supply garbage bags and gloves to volunteers to go around town and collect garbage. Following the clean-up event; there will be a BBQ with hot dogs and drinks for the volunteers. The Town has contacted various groups to come and help with the clean-up as well. There will need to be at least three council/staff members there to help with the event, Billy, Councillor Steveson, and Chair Herlihy have said they will be there. Also, a reminder to look out for sharps like needles and nails or broken glass, Public Works will assist in removing these items if any are found.

### **WATER CONSERVATION**

Billy and Hannah are working on ads to display on the sign board at the Town Hall to promote water conservation.

WaterSchool is running this week from April 10<sup>th</sup> to the 15<sup>th</sup>, there will be a videographer in on Friday the 12<sup>th</sup> taking videos of WaterSchool and all the displays that are present. All students that day have permission to be on video and in the media.

On Wednesday April 17<sup>th</sup> there will be a presentation by three UPEI students that are looking to expand WaterSchool Island wide.

## **CAWG UPDATES**

### **HYDE POND RESTORATION PROJECT**

Hannah MacLean (CAWG) provided an update to the committee that CAWG is still waiting on approval of the permit from DFO.

The Town portion of funding for the project has been approved, the Town is currently getting quotes to install the new gate in the fencing around the Cornwall Wastewater Treatment Facility to access the fish ladder.

## **OTHER**

### **Environmentally Friendly Events**

The Committee would like to come up with a rubric or a checklist for all Town events to have them be environmentally friendly. It would basically be a checklist so that everything that is being used can be recycled or compostable.

### **Women's Institute Roadside Cleanup**

Councillor Stevenson requested that The Town look into getting the Women's Institute garbage bags for the Town Hall so volunteers can pick them up and participate in the cleanup day scheduled for May 11<sup>th</sup>. The Committee is also looking into whether the yellow bags from the Women's Institute are not available, will they also pick up clear bags left on the side of the road.

## **CORRESPONDENCE**

A resident is requesting garbage cans on the trail between John Street and Miah Drive, one for public waste and one for recyclables as there is an abundance of garbage along that part of the trail.

Also, a resident is looking into how IWMC bins can keep the lids closed until the garbage gets picked up, so crows and wind don't spread it all over the community. The committee will be writing a letter to IWMC expressing their concerns and options for next steps; it is also hoped that a representative from IWMC will attend the next committee meeting.

**IN CAMERA**

NIL

**MEETING TIME**

The next meeting time is Monday, May 13th, 2024, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 5:40 p.m.

**JUDY HERLIHY**  
CHAIR

**BILLY RAMSAY**  
INFRASTRUCTURE SUPERVISOR

**TOWN OF CORNWALL  
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE  
Wednesday, April 3, 2024, at 5:45pm**

**Attendance:** Mayor Minerva McCourt, Corey Frizzell (Chair), Elaine Barnes, Judy Herlihy  
**Staff:** Kevin Coady (CAO) and Emma Hicks (Clerk)  
**Regrets:** None  
**Public:** None

**1. CALL TO ORDER**

Councillor Frizzell chaired the meeting which was called to order at 5:37pm.

**2. LAND ACKNOWLEDGEMENT**

Chair Frizzell welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

**3. APPROVAL OF THE AGENDA**

Councillor Frizzell requested Traffic Safety be added to the Agenda as item 10(a). It was moved by Councillor Barnes and seconded by Councillor Herlihy that the Agenda be approved as amended.

**CARRIED**

**4. APPROVAL OF THE MINUTES**

It was moved by Councillor Barnes and seconded by Councillor Herlihy that the Minutes of March 6, 2024, be approved as read.

**CARRIED**

**5. DISCLOSURE OF CONFLICT OF INTEREST**

**NIL**

**6. PRESENTATIONS – North River Fire Department (NRFD)**

Fire Chief, Anson Grant, and Treasurer, Kevin Bernard, met with the Committee to discuss NRFD operations. The NRFD covers one of the largest geographical fire districts in the province, and the Town of Cornwall is the largest customer of the department. CAO Coady commented that Council is happy with the new contract and number of services provided by NRFD. Mr. Grant provided the Committee with the March 2023 report and stated that the department is seeing an increase in medical first responder calls. Councillor McCourt asked if they attend every accident, and Mr. Grant advised they do, and sometimes EMS calls on NRFD to attend if they are delayed. Additional to medical calls, they respond to a number of alarm calls. Councillor Frizzell commented that alarm calls make up approximately a quarter of calls, and asked what those are attributed to. Mr. Grant responded that alarm calls could be carbon monoxide alarms, electronic/mechanical issues, cooking related. He further clarified that if an alarm does what it is supposed to it isn't considered a "false" alarm, even if it is not an emergency situation. Mr. Grant advised that they provide a full response as if a structure fire until determined otherwise. Councillor Herlihy asked how many people roll out per call, and Mr. Grant advised an average of 22 people turn out per call. The NRFD also relies on mutual aid partnerships if additional support is required. Mayor McCourt asked if the NRFD has held an Annual General Meeting. Mr. Grant advised that they haven't held one since COVID, however they would like to begin having

them again and will invite the communities they service. Mr. Bernard provided the Committee with a copy of the recently passed 2024 NRRFD budget. Mr. Bernard reviewed budget line items, explaining the costs of equipment and supplies maintenance, building maintenance, training and recertification for all members, uniform and personal protection equipment, medical supplies and equipment, etc. Mr. Grant advised the NRRFD does a number of fundraising events throughout the year, such as corn boil, 50/50 draws, barbeques, etc. Councillor Barnes commented on the importance of community engagement, and that the Town could share their events on social media. Councillor Frizzell thanked the members for meeting with the Committee.

*Mr. Grant and Mr. Bernard exited chambers at 7:03.*

**7. REPORTS: *No reports received by date of meeting.***

- a. T3 Transit
- b. North River Fire Department: *Discussed with Item 6.*
- c. RCMP
- d. Bylaw Enforcement
- e. Animal Control

**8. ITEMS FOR DISCUSSION**

NIL

**9. IN CAMERA MGA s.119**

NIL

**10. OTHER BUSINESS**

- a. Traffic Safety: Councillor Frizzell stated that he has received complaints of speeding on Osprey Avenue in the Primrose Subdivision. CAO Coady advised that those concerns have been forwarded to the RCMP. Councillor Barnes commented that speed humps will also be installed soon. CAO Coady commented that speed humps were not placed on Osprey Avenue last year as the roads were repaved, however he expects they will be installed in the same locations this year. Councillor Frizzell asked about the mobile speed radars, and CAO Coady advised that Public Works is waiting for the ground to dry up before placing the units.

**11. ADJOURNMENT:**

The meeting was adjourned at 7:13pm.

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**COREY FRIZZELL**, Chair  
Councillor

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**KEVIN COADY**  
Chief Administrative Officer

## Kevin Coady

---

**From:** Matthew Cassidy <mcassidy@coachatlantic.ca>  
**Sent:** April 5, 2024 8:19 AM  
**To:** Kevin Coady; Lori Bingley  
**Cc:** T3Transit Info  
**Subject:** March Ridership  
**Attachments:** Cornwall March Ridership.pdf; March Accidents.pdf; March Breakdowns.pdf; March Complaints.pdf; March Marketing.pdf

Hello Everyone,

Please find attached our monthly ridership for the Cornwall Transit System for March 2024.

Monthly ridership for March 2024 was 2,652 and for March 2023 was 2,144.

For 2024, we have a total ridership of 7,791 compared to 5,891 in 2023. This is an annual increase of 32% for total ridership in 2024.

Please let me know if you have any questions.

MMC

**Matthew Cassidy, CPA, CA** | President  
**Coach Atlantic Transportation Group**  
m.902.393.5039 | o.902.566.5664 Ext101  
a.7 Mount Edward Rd, Charlottetown, PE, C1A 5R7  
[coachatlantic.ca](http://coachatlantic.ca) | [maritimebus.com](http://maritimebus.com)



CORNWALL RIDERSHIP - MARCH 2024

Date	Day	Values			
		Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Offs	Sum of Cornwall Ridership
03/01/2024	Fri	54	8	76	140
03/02/2024	Sat	19	9	20	48
03/03/2024	Sun				0
03/04/2024	Mon	57	3	51	111
03/05/2024	Tue	58	7	53	119
03/06/2024	Wed	77	3	60	142
03/07/2024	Thu	17	1	20	41
03/08/2024	Fri	44	12	66	126
03/09/2024	Sat	19	5	10	36
03/10/2024	Sun				0
03/11/2024	Mon	63	5	64	133
03/12/2024	Tue	62	8	58	133
03/13/2024	Wed	61	10	68	139
03/14/2024	Thu	51	9	54	118
03/15/2024	Fri	57	6	58	123
03/16/2024	Sat	29	4	17	58
03/17/2024	Sun				0
03/18/2024	Mon	48	4	64	117
03/19/2024	Tue	49	2	73	125
03/20/2024	Wed	64	7	64	137
03/21/2024	Thu	56	4	48	110
03/22/2024	Fri	51	6	50	110
03/23/2024	Sat	24	3	14	42
03/24/2024	Sun				0
03/25/2024	Mon	56	13	61	138
03/26/2024	Tue	41	10	55	109
03/27/2024	Wed	58	7	58	128
03/28/2024	Thu	44	5	54	111
03/29/2024	Fri				0
03/30/2024	Sat	36	1	21	58
03/31/2024	Sun				0
<b>Grand Total</b>		<b>1,195</b>	<b>152</b>	<b>1,237</b>	<b>2652</b>

Route # (All)  
CORNWALL RIDERSHIP - MARCH 2024

Day	Sum of Cornwall Paying Ridership	Sum of Cornwall Non Paying Ridership
Sun	0	
Mon	499	
Tue	486	
Wed	546	
Thu	380	
Fri	499	
Sat	242	
<b>Grand Total</b>	<b>2652</b>	

	2024	2023	2022
<b>Total Ridership</b>	<b>2,652</b>	<b>2,144</b>	<b>1,569</b>
Monday - Friday	2,410	2,011	1,467
Paying	-	-	6
Non - Paying	20	23	23
Working Days	121	87	64
Average	242	133	95
Saturday	-	0	1
Paying	5	4	4
Non - Paying	48	33	24
Working Days			
Average			

**NORTH RIVER FIRE DEPARTMENT**  
**Town of Cornwall Statistics**  
**March 2024**



Call Type	Number
Medical First Responder	3
Motor Vehicle Accident	1
Ice Rescue -- Dog fell through ice	1

**Fire Calls**

	2020	2021	2022	2023	2024
December	6 (6)	6 (6)	7 (7)	4 (4)	9 (9)
January	6 (12)	7 (13)	7 (14)	7(11)	2 (11)
February	3 (15)	7 (20)	4 (18)	6(17)	5 (16)
March	4 (19)	3 (23)	9 (27)	3(20)	5 (21)
April	9 (28)	3 (26)	3 (30)	5 (25)	
May	3 (31)	3 (29)	3 (33)	11 (36)	
June	5 (36)	11 (40)	4 (37)	13 (49)	
July	3 (39)	4 (44)	7 (44)	18 (67)	
August	6 (45)	8 (52)	8 (52)	7 (74)	
September	5 (50)	7 (59)	12 (64)	12 (86)	
October	6 (56)	6 (65)	14 (78)	7 (93)	
November	4 (60)	4 (69)	13 (91)	7 (100)	
<b>Cornwall Totals</b>	<b>60</b>	<b>69</b>	<b>91</b>	<b>100</b>	
<b>NRFD Overall Totals</b>	<b>183</b>	<b>186</b>	<b>241</b>	<b>291</b>	

**Call Types**

	2020	2021	2022	2023	2024
Motor Vehicle Accidents	17	12	16	14	4
Misc. Fire type calls	7	17	28	16	3
Fire Alarms	15	22	19	31	5
Medical First Responder	11	10	19	29	7
Carbon Monoxide Alarms	4	1	3	2	
Structure Fires	1	1	1	2	
Vehicle Fires	2	2	1	1	
Water Rescue	1	3	0		
Off-Road Rescue	0	0	1		
Ice Rescue	0	0	0		1

MAYOR'S REPORT - Town of Cornwall - March 2024

	2024	2023	YTD 2024	YTD 2023
<b>TRAFFIC OCCURENCES</b>				
Traffic Collisions	2	9	14	17
Traffic Related	58	20	150	49
Check Stops	8		22	
Other Criminal Code				
Impaired Operations	2	1	9	3
Dangerous Operations	1			
Off Road Vehicles Act	1			
Other				
<b>PROVINCIAL STATUTES</b>				
Liquor Act				1
Fire Prevention Act				
Utter Act			1	
Child Welfare Act	1	1	9	2
Coroner's Act	1	1	1	1
Dog Act				
Family Relations Act				4
Family Orders and Agreements Assistance Act			1	
Mental Health Act	7	4	23	8
Cannibus Act				
911 Act	1	5	7	12
Trespass Act			1	3
Municipal By-laws		1		1
Quarantine Act				
Other				
<b>FEDERAL STATUTES</b>				
Firearms Act	1		1	
Explosives Act				
Youth Criminal Justice Act				
Excise Act				
Other				
<b>CRIMINAL CODE</b>				
Fail to Comply	1		5	2
Disturbing the Peace			2	2
Public Mischief				
Criminal Harrassment			3	3
Breach of Peace		1		2
Disobeying of Court Order			1	2
Other			2	1
<b>NATIONAL SURVEY</b>				
Prisoners Held				
Other				
<b>DRUG ENFORCEMENT</b>				
Trafficking				
Production				
Possession				
Other	2		2	
<b>CRIMES AGAINST PERSONS</b>				
Sexual Assault		1		2
Sexual Offences				
Harassing Communications	1	1	5	1
Harassment	1		1	
Uttering Threats		3	5	6
Assault	6	1	7	7
Assault with a Weapon				1
Other			2	3
<b>CRIMES AGAINST PROPERTY</b>				
Theft Under	6	4	22	9
Theft Over				
Theft of Motor Vehicle	2	1	6	2
Property Obtained by Crime				1
Mischief	8	7	29	16
Fraud	1	1	4	6
Break and Enter	2		3	
Other	1		5	
<b>COMMON POLICE ACTIVITIES</b>				
Index Checks	33	32	105	115
Suspicious Persons/ Vehicles	5	3	5	7
False Alarms	6	4	10	10
Items Lost/Found	2		5	2
Demonstrations/Protests				
Assistance- General Public		5	2	12
Assistance to Other	3		7	9
Wellbeing Checks	5		9	
Crime Prevention	1		6	
Other			2	
<b>TOTAL</b>	<b>169</b>	<b>107</b>	<b>477</b>	<b>322</b>
SOTS Issued	34	31	87	107
Warnings Issued	24	12	55	56
Number of Complaints In the Community	136	75	372	207

# Cornwall Mayor's Report

## March 2024

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### Traffic Occurrences:

#### *Traffic Collisions:*

There were two traffic collisions in March; one with reportable damage.

- Ferry Road and Main Street
- Capital Drive and York Point Road (Roundabout)

Cornwall members responded to fifty-eight traffic complaints, two impaired operations, one dangerous operation, one off road vehicle act complaint and completed eight check stops in March. Members issued the following summary offence tickets (SOTS) and warnings:

Summary Offence Ticket:	Total:
Speeding	7
Cell	1
Suspended Driver	1
Insurance	1
Seatbelt	2
Moving	1
Non-moving	21
<b>Total:</b>	<b>34</b>

Warnings:	Total:
Speeding	13
Insurance	1
Non-moving	10
<b>Total:</b>	<b>24</b>

### Provincial Statutes:

#### *Child Welfare Act:*

Cornwall RCMP received one call under the Child Welfare Act in March. It was a parent looking for some advice on dealing with her child. She was given some potential resources to reach out to.

#### *Mental Health Act:*

Cornwall RCMP received seven calls under the Mental Health Act in March. One individual needed to be transported to the hospital for further assessment, two were referred to mobile mental health for further follow up and two referrals were done to Adult Protection.

*Assault:*

Cornwall RCMP received six reports of Assault in March. The first report was an of an assault on an individual by his girlfriend who was intoxicated. Neither wanted to provide a statement. The second report was from an individual who said her co-worker had been abusive towards here. He had apologized and was no longer working there but she wanted to report it as he made her nervous. The third report was an assault on a teenager by her mother. This file is still ongoing. The fourth report turned out to be a verbal argument only but a child and family referral was done. The fifth report was that a parent had punched the complainant's son in the arm for pushing her daughter. It was reported for information purposes. The sixth report was a student who punched his teacher. He was not injured and didn't wish to press charges. The school was setting up meetings to address the situation.

**Crimes Against Property:**

*Mischief:*

Cornwall RCMP received eight reports of Mischief in March. The first report was from an individual who wanted her roommate removed for the night after he did some damage to the residence. The second and third reports were of graffiti to Town property. This is still open and under investigation. The fourth report was from an elderly lady who seemed to have some memory issues. The fifth report was from a concerned father who's son and daughter had had a confrontation and he was nervous it might escalate. The son ended up leaving and going to a friend's house for the night. The sixth report was from an individual whose house had been egged several times in 2022. He has a video of the colour/make of the vehicle and a couple of individuals he believes may have thrown the eggs. He wanted police to be aware to keep an eye out for it. The seventh report was from Citizens on Patrol regarding a suspicious vehicle around various school parking lots. No offences had occurred. The eighth report was that a group of youths were running around yelling profanity. They were located, spoken with and taken home to an adult.

*Theft Under \$5000:*

Cornwall RCMP received six reports of Theft Under \$5000 in March. Two of the reports were gas drive off's, the third report was an iPhone that was ordered and arrived without the phone, only an empty box. Apple was asking for a file number. The fourth file was a report of a phone was that sold without the owner's permission. The fifth file was a report of several items taken in a recent break up. A couple of the items were returned and we advised the other item was a civil issue. The sixth file was theft of alcohol.

*Theft of Motor Vehicle:*

Cornwall RCMP received two reports of Theft of Motor Vehicle in March. Both reports involved the same two people and the vehicle turned out not to be stolen.

*Suspicious Persons/Vehicles:*

Cornwall RCMP received five reports of Suspicious People/Vehicles in March

*Criminal Record Checks:*

RCMP conducted 33 criminal record/vulnerable sector checks for residents of Cornwall in March.

## **PEI BYLAW ENFORCEMENT**

### **TOWN OF CORNWALL BYLAW REPORT - March, 2023.**

- Patrolling and monitoring open files.
- #78 Main St. all cleaned up.
- March 22 – NOV issued and mailed to 31 Ferry Rd. for clean up.

**Officer - DONNA J JOHNSON - B.Mus.**

**PEI Bylaw Enforcement**

**[peibylawenforcement@gmail.com](mailto:peibylawenforcement@gmail.com)**

**902-218-7045**

<b>Town of Cornwall - Summary of Month &amp; Year to Date (April 2023 - March 2024)</b>
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Category	Last Month YTD	March	YTD
By-Law Cases - New	5	0	5
By-Law Cases - Closed	9	1	10
Humane - New	1	1	2
Humane - Closed	11	2	13
Dog Act - New	0	0	0
Dog Act Closed	2	0	2
Stray Dogs to Shelter	1	0	1
Stray Dogs Returned to Owner	1	0	1
Stray Cats to Shelter	8	2	10
Stray Cats Returned to Owner	0	1	1
Community Patrols	205	20	225
Licenses Issued	2	0	2
For The Record - New	0	0	0
For The Record - Closed	1	0	1
Health & Wellness - New	1	0	1
Health & Wellness - Closed (bites that break skin)	1	0	1
<b>Total</b>	<b>248</b>	<b>27</b>	<b>275</b>

**Charges for Boarding of Unclaimed Stray Dogs**

Board (5 days, \$22 per day)	0 dogs @ \$110	\$0.00
Euthanasia (\$75 per animal)	0 dogs @ \$75	\$0.00
	<b>Total</b>	<b><u>\$0.00</u></b>

**TOWN OF CORNWALL  
PARKS & RECREATION COMMITTEE MEETING  
Wednesday April 10, 2024, at 4:30 PM**

**Attendance:** Chair Cory Stevenson, Councillor Steven Campbell, Councillor Judy Herlihy, Mayor Minerva McCourt  
**Staff:** Kim Meunier, Kevin Coady, Jennifer Hanus  
**Regrets:**  
**Public:**

**1) Call to Order**

Chair Cory Stevenson called the meeting to order at 4:30 pm.

**2) Land Acknowledgement**

Chair Stevenson welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

**3) Approval of Agenda**

Kevin Coady added 8. iv. Curling Club Contract and Chair Stevenson added 8.v. 55+ Games.

It was moved by Councillor Campbell and seconded by Councillor Herlihy that the agenda be approved with the above noted additions.

**CARRIED**

**4) Disclosure of Conflict of Interest**

NIL

**5) Approval of Minutes**

It was moved by Councillor Herlihy and seconded by Councillor Campbell that the minutes of March 13, 2024 be approved.

**CARRIED**

**6) BUSINESS ARISING FROM THE MINUTES**

**i. Dog Park**

- a. Kim emailed Shannon regarding working with the Town for a portion of the profits from the registrations. There has not been a response yet.

**ii. Bench Program**

- a. Council approved the draft policy and bench selection.
- b. The committee plans to order four benches to get the program started.
- c. The benches will be installed by Parks and Recreation staff and secured to the ground.
- d. Kim Meunier will look into the cost and size of plaques that could be mounted to the benches and send details to the Committee.
- e. Bike racks for the program have not been selected but will be smaller than the ones currently installed around Cornwall.

\_\_\_\_\_  
Chair Initials

f. Kim will update sections 7.1 and 7.2 to include the actual cost for the bench program.

iii. **Pool Schedule**

a. Councillor Herlihy asked for an update on a schedule at the pool for seniors. The pool schedule has not yet been drafted.

7) **NEW BUSINESS**

a) **Programs Updates (Manager's Report)**

Kim provided an update to all committee members with information regarding the programs and facilities in the form of the March Manager's Report. Below are a few highlights from the report.

- i. March Break Camp was full this year with the travel theme being well received.
- ii. Summer camp registration is ongoing with current afterschool attendees and residents registering now. Registration will open Monday April 15 for non residents. The Fun Under the Sun program is approximately half full. The topic of staffing, both for camp and special needs was discussed and the idea of topping up some of the staff that are hired through grants was proposed.
- iii. Spring Ball Hockey started on Saturday April 6, 2024. The program is immensely popular this year. The program was expanded from 60 to 110 spots opening more space in the younger programs which are full. The split of residents vs non residents is approximately 60% resident and 40% non resident. Kim noted that each week a hard working player award for each team and standings will be posted on social media.
- iv. Dessert BINGO is still going. Participants pay \$2.00 and play for desserts from Mary's Cornwall Bakery.
- v. It was noted that Pickleball is immensely popular. Kim proposed painting lines on one tennis court at TFSC and one Basketball court so that one tennis court and one basketball court will always be available for use. It was also noted that lines could be painted on the multi use pad planned for Primrose Point Park. Kim reported that she is also in communication with East Wiltshire to use the tennis court at the school for Pickleball as well.

b) **Events**

i. **Event Recap**

1. Easter Eggstravaganza – Was held April 1, 2024. Chair Stevenson noted it was a well attended and well executed event.
2. Top Hat party supplies attended the event and donated leis for all the children. A few suggestions were discussed and noted for improvement for next year.
3. Councillor Campbell requested a thank you note be sent to Daisy and Ozzy for their appearance at the event.
4. It was noted that there were a lot of attendees from outside of Cornwall.
5. There were four hundred treat bags made up and approximately fifty were left over. These were given to the after-school camp.
6. Chair Stevenson noted that there should be a refocus of the Events Committee to event execution instead of development.
7. Councillor Herlihy suggested CERT volunteers could be used as a bit of security at events, once the CERT program is underway.
8. Kevin Coady suggested a Volunteer Appreciation event for our volunteers.

ii. **Bike Rodeo**

1. The Town will be working with CPEI again to present the Bike Rodeo on May 4, 2024.

iii. **2<sup>nd</sup> Annual Community Yard Sale**

1. The Yard Sale will be May 11<sup>th</sup> from 8am – 12pm.
2. Tables and house addresses are being registered.
3. Jenn Hanus will create a map for the houses registered.
4. Councillor Herlihy suggested inviting a food truck to the Civic Centre for the Yard Sale. She will also reach out to Gracie's Thrifting and the Girl Guides to see if they would like to have tables.

c) **Facilities**

i. Terry Fox Sports Complex

1. First booking was Tuesday April 2 at the turf fields. The first bookings were the schools, Ramblers soccer, and Timberwolves.
2. It is challenging to schedule time while the football turf is closed.
3. It was noted that the ball fields are starting to dry out but are not open yet.
4. CAMBA has booked ball field times from 5:30 -10:30pm Sunday – Friday and Saturday 10-2 and requested the lower field when Softball is done with it.
5. Tournaments for baseball and soccer have both been booked.
6. WSP is designing lighting for the lower field.

ii. Terry Fox Scoreboard

1. It was noted the new scoreboards have been installed and they look great.

8) **OTHER**

i. **Mascot Rules**

1. Draft rules for the contest were created by Kim and presented to the committee.
2. Changes were noted and will be implemented and sent to Committee members via email to review.

ii. **Fun Run – Journey to Live August 25, 2024**

1. Kim met with Rebecca representing the run and discussed the parking issues.
2. The run committee has been in contact with the RCMP and was assured that five officers would be available on the day of the event.
3. The run committee has requested the use of Eliot River and Westwood schools for parking and plan to book the APM Centre for the day to use their parking lot as well.
4. The run committee plans to meet with T3 Transit to discuss shuttling from parking locations.
5. Cornwall Tire and Auto have agreed to open their lot for through traffic on the day of the run.

iii. **Curling Club**

1. Kevin Coady noted that the agreement for the Curling Club was due for renewal. There are no changes proposed to the contract.
2. It was moved by Chair Cory Stevenson and seconded by Councillor Steven Campbell to recommend that Council renew the contract for another five year term.

iv. **55+ Winter Games**

1. Kim Meunier met with Ernie Stavert, Susan Dalziel, and the new director for the games.
2. The 55+ Games Committee has secured funding from the province to help organize the games.
3. Kim requested a list of the events as soon as possible so that we can start planning and booking the event venues.
4. The hand off of the games flag will take place after the 55+ Summer Games.

9) **IN CAMERA**

NIL

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, May 8<sup>th</sup>, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:50pm

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**Cory Stevenson, Councillor**  
Chair, Parks and Recreation Committee

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**Kim Meunier**  
Manager, Parks and Recreation

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Chair Initials

**TOWN OF CORNWALL  
PARKS & RECREATION DEPARTMENT  
- APRIL REPORT-**

**Camp Update**

- **March Break Camp**
  - The Town offered a March Break Camp from March 22 – March 28, 2024.
  - There were 55 children registered with approximately 50 attending daily.
  - The theme for this year's camp was Time for Travel, which had the children boarding a virtual plane to destinations such as England, China, Italy, Brazil, and the United States.
  - The children in attendance had passports and boarding passes that were circulated prior to camp, and each day they used these documents to board the virtual plane.
  - The participants took part in field trips to Bell Aliant Centre for swimming, APM Centre for Skating, Cornwall Library, Terry Fox Sports Complex – for active games and Eliot River Dream Park.
  - The Town received great feedback from those in attendance.
  
- **Summer Day Camp**
  - The Town launched its summer camp guide to current participants on March 25<sup>th</sup>.
  - The full-time registration for residents will open on April 8<sup>th</sup> and non-residents on April 12<sup>th</sup>.

**Program Update**

- **Spring Programming**
  - The Town launched its spring program guide on March 18, 2024.
  - To date the registrations have been going very well:
    - Youth Ball Hockey League – we have 105 children registered compared to 63 in total last year.
    - Chair Yoga – 37 registered.
    - Ball Fitness – 22 registered.
    - Spring into Sport – 15 registered.
    - Senior Pickleball Program – full.
    - New Spring Training – 21 registered to date.
    - Kids Baking and Junior Chef are usually full, with 12 registered in each class. These classes begin April 10, 2024.

**Events**

- **Easter Extravaganza**
  - The event was held on April 1, 2024, at the Terry Fox Sports Complex beginning at 10:30am.

- This year's event included bouncy castles, balloon twisting, crafts, games and easter egg hunt.
- The Easter bunny along with Ozzie, and Daisy were on site to visit with the children.
- This year the events committee made 400 treat bags up for the children, there were 50 bags remaining after the event.

### **Upcoming Events**

- **Bike Rodeo**
  - Staff had preliminary discussion with Cycling PEI about our annual Bike Rodeo and Hop on Bike Program
  - The event will be held on May 4, 2024, at the Town hall.
  - The Town will provide a barbeque and have prizes available.
  - Cycling PEI will facilitate the event.
- **Community Wide Yard Sale**
  - The event will be held on May 11, 2024.
  - Tables can be booked at the Cornwall Civic Centre.
  - The event will run from 8:30am – 12:00pm.
  - The community map will be distributed on May 2, 2024.

### **Facilities**

#### **Turf Fields**

- The turf fields officially opened on April 3, 2024, with Bluefield school using it that week. General user groups will be using the facility beginning April 8, 2024.
- Major users that have booked include Eliot River Ramblers, Soccer PEI, Timberwolves, Football PEI, Holland College Soccer, Co ed Soccer, Rugby PEI, Lacrosse PEI, Sherwood Parkdale Ranger Soccer Program, and Bluefield High.
- To date, we have approximately 870 hours booked.

Respectfully Submitted  
Kim Meunier



# **TOWN OF CORNWALL**

## **RESOLUTION**

**DATE: April 24, 2024**

**DEPARTMENT: Parks and Recreation**

**MOTION NUMBER: PR-03-2024    Curling Club Lease Extension**

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

**Seconded by Councillor** \_\_\_\_\_ **Steven Campbell**

**Whereas:** The Town of Cornwall leases a portion of the Cornwall Civic Centre to the Cornwall Curling Club for their use during the curling season and the most recent lease expired on December 31 2023;

**And Whereas:** The Town of Cornwall and the Cornwall Curling Club desire to continue this lease agreement for another five year term;

**Therefore, be it Resolved:** That the Town of Cornwall enter a further five year lease agreement extension with the Cornwall Curling Club, the extension of which is as considered at the Committee of Council meeting held on April 17, 2024 and is attached to this resolution.

**LEASE**

THIS INDENTURE made effective the 1<sup>st</sup> day of January, 2024.

**IN PURSUANCE OF THE ENACTMENTS RESPECTING SHORT FORMS OF INDENTURES.**

**BETWEEN:**

**TOWN OF CORNWALL**, a body corporate, duly incorporated under the laws of  
the Province of Prince Edward Island  
(hereinafter called the "Lessor")

OF THE FIRST PART;

**AND:**

**CORNWALL CURLING CLUB LTD.**, a body corporate, duly incorporated under  
the laws of the Province of Prince Edward Island  
(hereinafter called the "Lessee")

OF THE SECOND PART.

**WHEREAS** the Lessor and the Lessee entered into a Lease Agreement with respect to the lease of premises located in Cornwall, Queens County, Province of Prince Edward Island, which agreement was dated July 23, 2008 (the "Existing Lease");

**AND WHEREAS** the Lessor and the Lessee re-negotiated some of the terms of the Existing Lease and entered into an Amended and Re-Stated Lease effective as of October 1, 2012 (the "First Amended Lease");

**AND WHEREAS** the Lessor and the Lessee entered into an Amended and Re-Stated Lease made effective as of January 1, 2014 (the "Amended and Re-Stated Lease") which superseded and replaced the Existing Lease and the First Amended Lease;

**AND WHEREAS** the Amended and Restated Lease expired on December 31, 2018 and the parties agreed to enter into a new Lease made effective as of January 1, 2019 (the "2019 Lease");

**AND WHEREAS** the 2019 lease expired on December 31, 2023 and the parties agreed to enter into a new Lease made effective as of January 1, 2024, on the terms and conditions set out herein.

**NOW THEREFORE IN** consideration of the rents, covenants and agreements herein reserved and contained on the part of the Lessee, its successors and assigns, to be paid, kept, observed and performed, the Lessor has, subject to the proviso below, demised and leased and by these presents does demise and lease unto the Lessee, its successors and assigns, approximately 4,750 square feet of the premises situate, lying and being in the Lessor's property known as the Cornwall Civic Centre (the "Building"), located at 29 Cornwall Road, in

Cornwall, Queens County, in the Province of Prince Edward Island, on provincial parcel number 246728, being more particularly outlined in red on the attached Schedule "B" (the "Civic Centre Premises") and the adjoining curling rink comprising approximately 10,850 square feet, the approximate location of which is delineated in "red" on the orthophoto attached hereto as Schedule "B" (the "Curling Rink Premises"), the Civic Centre Premises and the Curling Rink Premises being collectively referred to as the "Premises". **PROVIDED** that the area outlined in green on Schedule "A" shall not be leased to Lessee during the period between May 1 and September 15, inclusive, in each calendar year of the Lease.

**SUBJECT TO THE PROVISIO ABOVE, TO HAVE AND TO HOLD** the Premises for and during the term of five (5) years and three (3) months, computed from the 1st day of January, 2024, and fully to be completed and ended on the 31st day of March, 2029.

**RENT**

On December 15 in each year during the term of this Lease, the Lessee shall pay the following rent to the Lessor at its place of business at 15 Mercedes Drive, in Cornwall, in Queens County, Province of Prince Edward Island, or at such other place as the Lessor may hereinafter direct, together with additional rent as hereinafter reserved and which shall be payable in the manner aforesaid unless otherwise stated in this Lease:

1. For the 2024 lease year, the sum of \$15,525.55 plus HST payable on December 15, 2024;
2. For the 2025, 2026, 2027 and 2028 lease years, the rent shall automatically increase by the previous year's percentage increase in the C.P.I. Notwithstanding the foregoing, the parties agree that the annual rent shall never be less than the previous year's rent;
3. In this Lease, C.P.I. means:
  - (a) the Consumer Price Index for the Province of Prince Edward Island, published by Statistics Canada, or
  - (b) if the Consumer Price Index is no longer published, an index published in substitution for the Consumer Price Index or any replacement index designated by the Lessor and agreed to by the Lessee.
4. In this Lease, reference to a lease year means the calendar year, from April 1 until March 31.

**LESSEE'S COVENANTS**

The Lessee covenants with the Lessor as follows:

1. To pay rent;

2. To pay any business taxes payable pursuant to the occupation of the Premises or conduct of business therein by the Lessee;
3. To maintain and give proper written notice to the Lessor of any damage or destruction of the Premises or any part thereof and to describe the nature and extent of the damage and destruction;
4. To repair any damage to the Premises or to the common areas referenced in paragraph 8 of the Lessor's Covenants that is caused by the Lessee or by any person for whom the Lessee is responsible at law;
5. The Lessor may enter and view the state of repair, and that the Lessee will repair according to the notice (6);
6. And will not assign or sublet without leave (7);
7. And will leave the Premises in good repair (8);
8. To occupy the Premises in a tenant like manner and not to cause or permit any unnecessary damage or nuisance in the Premises;
9. To use the Premises for the purpose of operating a curling rink and conducting fundraising activities and not for any other purpose (9);
10. To pay all utility accounts for the Premises when they become due including, without limiting the generality of the foregoing, all accounts in relation to cable, satellite, telephone and other communications, electricity, propane for the Curling Rink Premises, janitorial services and supplies for the Premises and for the common areas referenced in paragraph 8 of the Lessor's Covenants, and to pay such accounts within thirty (30) days of receiving an invoice from the Lessor; provided that where the Lessee does not pay any such accounts, the Lessor may pay them on the Lessee's behalf and such amount shall be payable to the Lessor as additional rent;
11. Not to make any alteration to the Premises which materially affect the well-being of the Premises without the consent of the Lessor in writing first being obtained;
12. To indemnify and save harmless the Lessor from any and all actions, suits, causes, losses, damages and expenses in connection with the occupation and enjoyment thereof by the Lessee;
13. To maintain comprehensive general public liability insurance in respect of claims involving injury, death or property damage occurring on, in or about the Premises, including damage to the property of others, and afford protection as may be reasonably required by the Lessor, said public liability insurance to be in a minimum amount of Five Million Dollars (\$5,000,000) and to maintain property damage insurance in respect of the Lessee's furniture, fixtures, stock, equipment and inventory and such other property in or forming part of the Premises against such perils and in such amounts as are normally insured in the circumstances

by prudent lessees. All insurance required under this paragraph shall be placed on terms and conditions satisfactory to the Lessor and all policies shall include the Lessor as a named insured. The Lessee shall file with the Lessor certificates of insurance with proof of renewal of such policies and payment of premium. If the Lessee fails to insure in accordance with this paragraph or provide satisfactory proof of insurance when required, the Lessor may without notice to the Lessee effect such insurance and recover any premiums which it has paid from the Lessee on demand, and as additional rent. The Lessee shall promptly pay any premiums due on the insurance required to be effected by it and shall not have or do anything on the Premises which would impair or invalidate the obligations of any insurer, whether of the Lessor or the Lessee.

14. To comply with all federal, provincial and municipal laws and regulations including, without limitation, the provisions of the *Liquor Control Act* (PEI) and its regulations;

15. To peacefully surrender to the Lessor on the expiration of the term of this Lease or any renewal thereof, the Premises, and all appurtenances, erections, and fixtures, the ice-making equipment and all improvements made by the Lessee, save and except the list of assets attached hereto as Schedule "C";

16. To peacefully surrender to the Lessor on May 1 in each year of the Lease the area outlined in green on Schedule "A" hereto annexed;

17. It is understood that this Lease is an absolute net lease to the Lessor with the intention being that the Lessee shall, except where otherwise specifically herein provided, in addition to the annual rental payable under this Lease, be solely responsible for all costs of operation of the Premises and, without limiting the generality of the foregoing, the Lessee accepts the Premises in its present condition and acknowledges that it shall, subject to paragraph 5 of the Lessor's Covenants, be solely responsible for repairs it considers to be necessary to enable it to use the Premises for its intended use during the term of this Lease and does further acknowledge that it shall be fully responsible for the payment of all accounts in relation to all utilities, as outlined in paragraph 10, above. The Lessee acknowledges that it shall not be entitled to any abatement for such costs for the period between May 1 and September 15. The Lessor and Lessee acknowledge, however, that the Lessee is not responsible for heat for the Civic Centre Premises or for water and sewer charges for the Premises.

18. The parties acknowledge that there is no longer a separate electricity meter for the Premises and agree that the Lessee shall pay a share of the Building's total electricity costs. The Lessee's share of the Building's electricity costs shall be 66% of the Building's total electricity costs during the period the refrigeration unit is operational. For clarity, the Lessee's electricity costs shall be paid in accordance with paragraph 10, above.

**LESSOR'S COVENANTS**

The Lessor hereby covenants with the Lessee as follows:

1. The Lessor covenants with the Lessee for quiet enjoyment (10);
2. The Lessor covenants to provide all snow removal and grass-cutting;
3. The Lessor covenants to pay the property taxes for the Premises;
4. The Lessor covenants to insure the Premises against loss or damage by fire; and
5. The Lessor covenants to make all required repairs or replacements respecting the structure, load bearing walls, roof, foundation, ice-making equipment, floors and heating, electrical and plumbing systems and equipment of the Premises including ordinary maintenance and running repairs of the heating, electrical and plumbing equipment;
6. The Lessor covenants to consult with the Lessee with respect to any proposed renovations to the Building and covenants that any renovations to the Building will not result in any decrease in either the amount of space leased or the common areas available to the Lessee herein;
7. The Lessor covenants that it will use its best efforts to avoid renovations to the Premises during the curling season, from October 1 to March 31 each year;
8. The Lessor covenants that the Lessee may use the following common areas located in the Building and/or on the Lessor's property, as depicted on Schedule "A", in common with the Lessor and such other persons as the Lessor may permit:
  - (a) stairs to the basement;
  - (b) northern entrance to the Building;
  - (c) western entrance to the Building;
  - (d) parking lot adjacent to the Building; and
  - (e) electrical and mechanical rooms.
9. The Lessor covenants that the Lessee, its employees, contractors and workers, may access the refrigeration equipment located within the building shown on Schedule "D" hereto annexed for the purpose of conducting maintenance and repairs on the refrigeration unit that services the Curling Rink Premises. The Lessor confirms that the Lessee has authority to retain contractors to fix the refrigeration unit, provided the Lessee complies with the Lessor's purchasing policy then in force.

**PROVISOS**

1. Proviso for re-entry by the Lessor on non-payment of rent or non-performance of covenants (9);

2. Provided always that if the Premises or any part thereof shall be damaged by fire or other cause but not thereby rendered untenable in whole or in part, the Lessor shall forthwith at its own expense cause such damage to be repaired and rent shall continue unabated. If by reason of such occurrence the Premises shall be rendered untenable only in part, this Lease shall continue and remain in full force and effect, and the Lessor shall forthwith at its own expense, cause the damage to be repaired and all rent payable herein shall abate proportionately to the portion of the Premises rendered untenable. If, however, by reason of such occurrence, the Premises shall be rendered wholly untenable, and if in the opinion of the Lessor the Premises cannot with reasonable diligence be repaired or restored within sixty (60) days of the happening of such occurrence, then either the Lessor or the Lessee may terminate this Lease by giving to the other party written notice of such intention within twenty (20) days following the date of such occurrence, and in the event of such termination, rent shall be adjusted as of the date of such occurrence.

**OPTION TO RENEW**

1. This Lease may only be renewed upon the mutual agreement of the parties.

**GENERAL**

1. The parties hereby acknowledge and agree that it is understood that the numbers occurring in brackets at the end of certain covenants and provisos herein refer to the third schedule of the Real Property Act and that such covenants and provisos shall be interpreted accordingly.

2. For the purpose of notices given pursuant to this Lease, the Lessor's address is P.O. Box 430, 15 Mercedes Drive, Cornwall, PE, C0A 1H0 and the Lessee's address is 29 Cornwall Road, P.O. Box 408, Cornwall, PE, C0A 1H0.

3. Failure of either party to insist upon strict performance of any covenant or condition of this Lease or to exercise any right or option hereunder shall not be construed as a waiver or relinquishment for the future of any such covenant condition, right or option. No variation of any provision of this Lease shall be valid unless in writing.

4. No representations, agreements, warranties, conditions or guarantees of any nature whatsoever, whether oral or written, expressed or implied, exist between the Lessor and the Lessee with respect to the Premises except as contained herein. Without limiting the generality of the foregoing, this Lease supersedes all previous lease agreements for the Premises that were made between the parties.

5. If one or more of the provisions of this Lease is or becomes invalid, illegal or contrary to law, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

6. The parties agree that this Lease shall not be registered at the land registry office but a notice of this Lease, in a form acceptable to both the Lessor and the Lessee, may be registered on title.

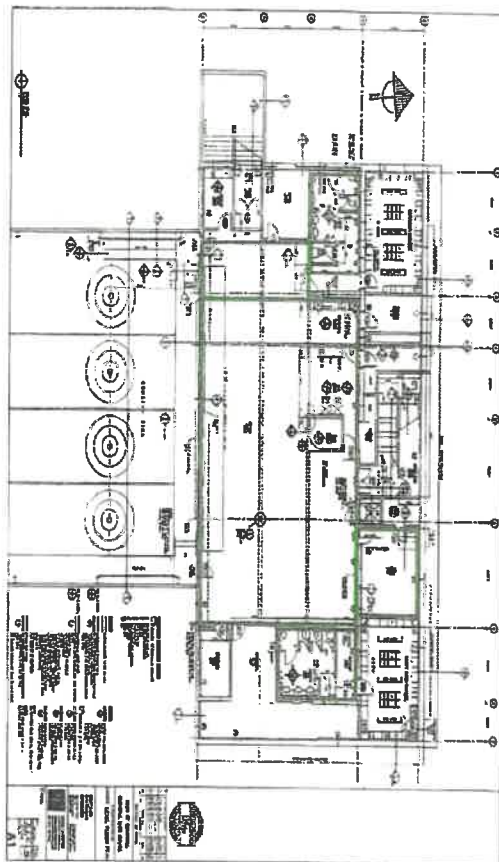
7. This Lease shall be binding upon and enure to the benefit of the parties hereto, their respective successors, the Lessor's assigns and such assigns of the Lessee as may be permitted by the Lessor.

IN WITNESS WHEREOF the corporate seal of the parties hereto has been duly authenticated by the signing officers on their behalf on the day and year first above written.

**SIGNED, SEALED AND DELIVERED** ) **TOWN OF CORNWALL**  
in the presence of : )  
 ) PER: \_\_\_\_\_  
 )  
 ) PER: \_\_\_\_\_  
 )

**SIGNED, SEALED AND DELIVERED** ) **CORNWALL CURLING CLUB LTD.**  
in the presence of : )  
 ) PER: \_\_\_\_\_  
 )  
 ) PER: \_\_\_\_\_

SENECA A





**Town of Cornwall  
Planning Committee Meeting  
April 3, 2024 at 4:30 PM**

**Attendance:** Mayor Minerva McCourt, Deputy Mayor Jill MacIsaac, Steven Campbell, and Corey Frizzell  
**Staff:** Kevin Coady, Spencer Hay, Emma Hicks  
**Regrets:** None  
**Public:** 1

**1) CALL TO ORDER**

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

**2) LAND ACKNOWLEDGEMENT**

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

**3) APPROVAL OF AGENDA**

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as read.

**CARRIED**

**4) DISCLOSURE OF CONFLICT OF INTEREST**

NIL

**5) APPROVAL OF MINUTES**

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of March 6, 2024, be approved as read.

**CARRIED**

**6) BUSINESS ARISING FROM THE MINUTES**

**a) Eastlink Cell Tower**

This item was at the Committee on March 1, 2023. Staff advised that an Eastlink representative contacted the Planning Department again to discuss locations, and their preferred location is still the business park. The Bylaw currently allows for cell towers in the Business Park (M2) Zone, however not in the W.B. MacPhail Business Park specifically. Staff advised that since March 1, 2023, they have received a legal opinion advising that telecommunication towers are regulated federally, and not under the jurisdiction of a municipality. CAO Coady advised that the provider can apply to the federal government to install a tower, and although they may be asked to consult with the municipality, the Town would not be able to prohibit such development in the W.B. MacPhail Business Park. Staff advised that the representatives would like to make a presentation to Council. Councillor MacIsaac asked if staff could request further information from the representatives and have a presentation at Committee of Council. The Committee discussed that residents experience poor cell service in areas of Town by the water tower, York Point Road, and Ferry Road, and a cell tower would help to address the servicing issues.

**b) Lot 21-1 Kingston Road (PID 849885) – Affordable Housing Development**

The developer has submitted a written request for funding under the Housing Accelerator Fund. The Committee discussed the requirement for a policy considering such requests. Councillor Frizzell stated that there should be a policy in place prior to committing funds. Staff advised that a “per door” basis for funding may be the most fair, and commented that this particular development checks every box for incentives. CAO Coady reminded the Committee that this request is for Housing Accelerator Funds, not the Affordable Housing Incentive, but that Council will also be reviewing the Affordable Housing Incentive Policy. A new road will be constructed to facilitate this and future development, and the Town will be considering contributing approximately half of the water and sewer infrastructure costs. Staff advised that this funding request is in addition to the Town’s potential contribution of infrastructure costs, and may be over and above a per-door calculation. The Committee requested additional information on the breakdown of costs for the request.

**c) 517 Capital Drive (PID 758144) – Housing Accelerator Fund Proposal**

The developer has submitted a written request for funding under the Housing Accelerator Fund. The Committee discussed that the request was not specific and did not provide a dollar figure amount. Staff advised that the Department of Transportation has required that the developer commit to constructing a road through the property in the future. Staff further advised that the road does not have to be constructed to proceed with this particular development, and would not likely be constructed for some time. The Committee asked staff to contact the developer and request a more specific proposal related to Housing Accelerator Fund incentives.

**7) NEW BUSINESS**

NIL

**8) OTHER BUSINESS**

NIL

**9) IN CAMERA**

NIL

**10) NEXT MEETING**

The next Planning Committee meeting will be held Wednesday, May 1, 2024, at 4:30 pm.

**11) ADJOURNMENT**

Meeting adjourned at 5:14 pm.

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**Jill MacIsaac, Deputy Mayor**  
Chair, Planning Committee

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**Spencer Hay**  
Manager, Planning & Development



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-11-2024  
Second Reading and Approval of Bylaw #422E  
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 – Zoning Map

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Jill MacIsaac**

**Seconded by Councillor** \_\_\_\_\_ **Judy Herlihy**

**Whereas:** Council has received an application to rezone a portion of PID 246090 from Two-Unit Residential (R2) to General Commercial (C1). Said portion of PID 246090 is severed and consolidated with PID 246066, which is zoned General Commercial (C1).

**Whereas:** Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”) to ensure consistency where a Zone Boundary is indicated as following Lot or Property Lines.

**And Whereas:** Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

**And Whereas:** the proposed amendment to the designation of said portion of PID 246090 on the Zoning Map and General Land Use Plan were presented to the public at an open meeting held on March 21, 2024.

**And Whereas:** the proposed amendment to the General Land Use Plan, being OPA-2024-1, was approved at a public meeting of Council on March 27, 2024.

**And Whereas:** Bylaw #422E, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on March 27, 2024.

**Therefore, be it Resolved:** that Bylaw #422E, a bylaw to amend the Zoning Map, being Schedule “A” to the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby read and approved a second time.

**Bylaw #422E**

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

IT IS ENACTED by the Council of the Town of Cornwall as follows:

1. Schedule "A", Zoning Map, of Bylaw #422 is amended by the following:
  - a) A portion of PID 246090 is severed and consolidated with PID 246066. Said portion of PID 246090 is designated as General Commercial (C1), hereby excluding it from its former designation of Two-Unit Residential (R2);

The effective date of Bylaw #422E is the date as signed below by the Minister of Housing, Land and Communities.

**First Reading:**

Bylaw #422E, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the \_\_\_ day of \_\_\_\_\_, 202\_\_.

**Second Reading:**

Bylaw #422E, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the \_\_\_ day of \_\_\_\_\_, 202\_\_.

**Approval and Adoption by Council:**

Bylaw #422E, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the \_\_\_ day of \_\_\_\_\_, 202\_\_.

**Signatures:**

\_\_\_\_\_  
**Minerva McCourt, Mayor**

\_\_\_\_\_  
**Kevin Coady, Chief Administrative Officer**

This Bylaw 422E, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the \_\_\_ day of \_\_\_\_\_, 202\_\_, is certified to be a true copy.

\_\_\_\_\_  
**Kevin Coady**  
**Chief Administrative Officer**

\_\_\_\_\_  
**Date**

**Ministerial Approval**

Bylaw #422E, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Minister of Housing, Land and Communities**  
**Hon. Rob Lantz**



**TOWN OF CORNWALL**  
**RESOLUTION**

**DATE:** April 24, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-12-2024  
**Formal Adoption of Bylaw #422E**  
**A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 – Zoning Map**

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Jill MacIsaac**

**Seconded by Councillor** \_\_\_\_\_ **Judy Herlihy**

**Whereas:** Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the 2022 *Official Plan* and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

**And Whereas:** Bylaw #422E, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the first time at the Town of Cornwall regular council meeting held on March 27, 2024;

**And Whereas:** Bylaw #422E, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the second time at the Town of Cornwall regular council meeting held on April 24, 2024;

**Therefore, be it Resolved:** That Bylaw #422E, a bylaw to amend the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby formally adopted as a Bylaw of the Town of Cornwall.

**TOWN OF CORNWALL  
UTILITY COMMITTEE MEETING  
Tuesday, April 9<sup>th</sup>, 2024, at 4:45 PM**

**Chair:** Councillor Elaine Barnes  
**Present:** Councillor Cory Stevenson

**Also:** Doug Longmoore – Infrastructure Manager  
Kevin Coady – Chief Administrative Officer  
Stephanie Cairns – Utility Clerk

**Regrets:** Deputy Mayor Jill MacIsaac

**CALL TO ORDER**

The meeting was called to order at 4:52 p.m. by Chair Barnes.

**LAND ACKNOWLEDGEMENT**

The Chair read the Land Acknowledgement; that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

**APPROVAL OF AGENDA**

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

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**APPROVAL OF MINUTES**

It was moved by Councillor Stevenson and seconded by Councillor Barnes that the Minutes of March 4<sup>th</sup>, 2024, be approved as circulated.

**Motion Carried**

**BUSINESS ARISING**

Nil

**Water Tower Tender Results**

Staff noted two tenders were received for the new water reservoir. A letter from WSP was included in the package that outlined one of the tenders received was deemed to be non-compliant since a certified cheque, bank draft or bid bond was not part of the tender submission. WSP reviewed the other tender received and is recommending that the contract be awarded to Greatario Engineered Storage Systems.

It was moved by Councillor Barnes, seconded by Councillor Stevenson, the Utility Committee recommends to Council to award the contract to build the new water reservoir

to Greatario Engineered Storage Systems, in the amount of \$3,605,743.35, including HST.

**PBJ Construction Inc. - Request**

The Town received a request from PJB Construction regarding future development on their vacant lot on the Cornwall Road, in particular, utility services. The developer is planning to start construction of a shop/storage building as early as this summer which would require installation of their own well and septic system. The developer is requesting to reach an agreement with the Town if municipal services are installed in front of their property after the construction is completed which would be for the Town to waive any requirements to hook into Municipal services allowing the developer to use their own services.

After discussion, and since the extension of utility services on Cornwall Road is not within the next year, the Committee proposed to waive the mandatory connection for the property for a maximum of ten years after the road has been serviced. Any agreement arrived at in this regard between PBJ Construction Inc. and the Town will be incorporated in their Development Agreement.

**PUBLIC INPUT**

Nil.

**OTHER**

In an effort to reduce water consumption, Councillor Barnes would like to see the bylaws amended to allow for voluntary metering of single-family homes and mandatory metering for properties with home-based business as well as in homes that have pools and/or in-ground sprinkler systems. Currently meters are installed in commercial properties and multi-unit buildings.

It was also discussed that outdoor water use restrictions, not watering lawns throughout the day, were discussed, and mechanisms to enforce water restrictions in times of drought should be incorporated into the utility bylaw.

Proposed amendments to the Utility Bylaw will be discussed at the next meeting.

**MEETING ADJOURNED**

Meeting adjourned at 5:21 p.m.

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**ELAINE BARNES**  
CHAIR

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**DOUG LONGMOORE**  
INFRASTRUCTURE MANAGER



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** April 24, 2024

**COMMITTEE:** UTILITY (U)

**MOTION NUMBER:** U 01-2024 ~ WATER TOWER TENDER AWARD

**MOTION CARRIED** \_\_\_\_\_

**MOTION LOST** \_\_\_\_\_

**MOTION WITHDRAWN** \_\_\_\_\_

**Moved by Councillor** \_\_\_\_\_ **Elaine Barnes**

**Seconded by Councillor** \_\_\_\_\_ **Cory Stevenson**

### **RESOLVED:**

**Whereas:** The Town of Cornwall Water and Sewer Utility requires a new water tower to provide the Town with increased water storage for the water distribution system allowing for future growth and development of the Town, increased water pressure in the system and increased fire flows;

**And Whereas:** The Town has been approved for funding under the Green Infrastructure Stream of the Investing in Canada Infrastructure Program;

**And Whereas:** The Town of Cornwall tendered the project to construct a new water tower with all proposals due by 1:00PM, Friday, March 14, 2024, and all proposals received have been reviewed and verified for compliance with the bidding process by WSP, the Town's Engineers;

**And Whereas:** One compliant proposal, from Gertario Engineered Systems for the amount of \$3,605,743.35 plus HST, was received;

**Therefore, be it Resolved:** That the Town accept the proposal from Gertario Engineered Systems to construct a new water tower for the Town in the amount of \$3,605,743.35 plus HST.