

**Town of Cornwall
Regular Council Meeting
July 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 June 26, 2024
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
- 8) **Committee of Council**
 - a) **Minutes/Reports**
 - i) Minutes – June 19, 2024
 - ii) First Quarter Financial Statements
 - b) **Resolutions**
 - i) Signing Authority
 - ii) Provincial Power Corporation Study Support
 - iii) Remuneration Bylaw – Independent Review
 - iv) Wild Threads Literary Donation
 - v) Bragger’s Cup Donation
 - vi) C.H.A.N.G.E. Program – Space Donation
 - vii) Camp Seggie – Donation
 - viii) Wrongful Conviction Day
- 9) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports**
 - b) **Resolutions**
- 10) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) – July 3, 2024
 - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
- 11) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - b) **Resolutions**
 - i) Ballfield Lights – Tender Award
 - ii) Bicycle Helmet Event
- 12) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - b) **Resolutions**
 - i) Special Permit Use – Building #2 Lot 21-1 Kingston Road
 - ii) Special Permit Use – Building #3 Lot 21-1 Kingston Road
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports** – Minutes (Draft) - June 26, 2024
 - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports** – Minutes (Draft) – June 24, 2024
 - b) **Resolutions**
 - i) Cornwall Road Servicing – RFP
 - ii) Professional Engineering Services - RFP
- 15) **Correspondence**
- 16) **Other Business**
- 17) **In Camera MGAs.119(1)(a)**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, June 26th, 2024
4:30 PM**

Present: Mayor Minerva McCourt – presiding
Deputy Mayor Jill MacIsaac
Councillor Elaine Barnes
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Also: Kevin Coady – CAO
Lori Bingley – Corporate Services Coordinator

Regrets: Nil

CALL TO ORDER

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

The winning students and families were in attendance for the Cornwall mascot competition presentation, as well as the Town Scholarship Winners.

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Herlihy moved, seconded by Councillor Barnes, that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

- a) **May 15, 2024, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Herlihy that the minutes of May 15, 2024, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

- a) Mayor McCourt welcomed the Mascot Contest Prize winners – Mayor McCourt presented the prizes for the top five winners.
- b) Mayor McCourt welcomed the recipients of the new Town Scholarship program, and presented the winners with their scholarships.

The meeting was paused at 4:44pm for an opportunity to take photographs
The meeting resumed at 4:48pm.

REPORTS OF COMMITTEES / RESOLUTIONS:

COMMITTEE OF COUNCIL

- a) **Minutes/Reports:**
 - i) **Minutes – May 15, 2024** - included in the package.
- b) **Resolutions:**

COC-20-2024 Cenotaph Sunday Reception

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall has received a request from the Cenotaph Committee to host a reception following the annual Cenotaph Sunday service, to be held this year on Sunday September 22nd;

And Whereas: The Town has previously hosted this reception and would be honoured to do so again;

Therefore, Be it Resolved: That the Town of Cornwall host the reception following the annual Cenotaph Sunday service at the Cornwall Civic Centre as in previous years.

Motion Carried

ENVIRONMENT AND SUSTAINABILITY

- a) **Minutes/Reports:**
 - i) **Minutes – Minutes from June 10, 2024 (Draft)** were included in the package.
 - The Town received funding for the 2 Billion Trees program and will start to accept applications from residents to receive a mature tree.
 - Councillor Herlihy noted the wildflower campaign will resume again this year.
 - Councillor Herlihy also stated the committee will not be meeting in July or August.
- b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes – The Committee did not meet in June.** Councillor Frizzell noted
 - Transit ridership numbers have increased 36% year to date over 2023.
- ii) NRRFD, RCMP, Bylaw, Humane Society, Transit Reports all included in the package.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Manager’s Report – June 12, 2024,** included in the package. Councillor Stevenson provided the following updates:
 - Eliot River Ramblers had a successful tournament
 - Parks and Recreation Committee will not be meeting in July; there is a tentative meeting scheduled in August to discuss Cornfest.
 - Community park parties Friday, July 12th and Friday, August 23rd. Check website for times and information.
 - Canada Day flyers are out – lots of activities planned for all ages.

b) Resolutions:

PR-04-2024 2023 Canada Games Legacy Fund Application

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The 2023 Canada Games left a substantial legacy fund which will be distributed through an application process that will support sport programs and facilities throughout the province;

And Whereas: The demand for usage on Town of Cornwall sports fields has risen to record levels and the Town is considering the installation of field lighting at the second ball field at the Terry Fox Sports Centre (TFSC) to gain further available hours for that field;

Therefore, be it Resolved: That the Town of Cornwall apply to the 2023 Canada Games Legacy Fund for the amount of \$200,000 to assist in the cost of the installation of field lighting at the second ball field at the TFSC.

Motion Carried

PR-05-2024 Andrews Big Assist Ball Hockey Tournament

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: Andrews Hockey “Big Dream Assist Fund” is holding a charity ball hockey tournament, in Cornwall on August 4, 2024, in conjunction with their annual “Dream Big Benefit Game” the proceeds of these events go towards easing barriers to physical activity and promoting health in the community;

And Whereas: Andrews Hockey has requested that the Town of Cornwall provide a location for the ball hockey tournament to take place and waive any rental fee that may be required for the use of the provided location;

Therefore, be it Resolved: That the Town of Cornwall provide a location for the Andrews Hockey “Big Dream Assist Fund” charity ball hockey tournament and waive the fees that are normally required for the rental of that space.

Motion Carried

PR-06-2024 Curling Club (Fees Waiver) “Grand Slam of Curling”

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The “Grand Slam of Curling” is an international event being hosted at UPEI from October 1st – 6th 2024, and the Cornwall Curling Club will be hosting teams participating in the Grand Slam for practice sessions and the provision of skills clinics for youth curlers;

And Whereas: To accommodate these activities the Curling Club will need to have the ice installed, and have use of the facility approximately a month earlier than is usually the case; this will result in an extra cost from the Town of approximately \$3,300 in rent and electricity charges;

And Whereas: To have world class curlers in Cornwall is a benefit to the community, bringing numerous visitors to Town, allowing our residents to view world class curlers and enabling our junior curlers to benefit through the provision of clinics and the Town would like to support this initiative;

Therefore, be it Resolved: That the Town of Cornwall will waive the extra rental and electricity fees regarding the early installation of the ice and use of the facility by the Cornwall Curling Club in order to accommodate the Grand Slam of Curling events at the club.

Motion Carried

Councillor Frizzell left the meeting due to a conflict with the following resolution:

PR-07-2024 Football PEI – Atlantic Bowl

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: Football PEI is hosting the 2024 Atlantic Bowl Football Championship which will include teams from Prince Edward Island, Nova Scotia, New Brunswick and Newfoundland and showcase the best of the region’s U16 and U18 athletes;

Be it Resolved: That the Town of Cornwall purchase a “Community” Level Sponsorship for the 2024 Atlantic Bowl Football Championship at a cost of \$300.

Motion Carried

Councillor Frizzell returned to the meeting.

PLANNING AND DEVELOPMENT

Reports & Resolutions:

- a) **Minutes/Reports:**
 - i) **Minutes – June 3, 2024 (Draft)** included in the package.

- b) **Resolutions:**

PL-17-2024 Special Permit Use – Apartment Dwelling
Lot 23-1 York Point Road (PID 613174)

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town received a Development Permit Application on June 3, 2024, for a three (3) storey 85 unit Apartment Dwelling at Lot 23-1, being a PID 613174, which is zoned General Commercial (C1).

And Whereas: Apartment Dwellings are a Special Permit Use in the General Commercial (C1) Zone pursuant to Section 14.3.1 of the *Zoning & Subdivision Control (Development) Bylaw #422*.

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

Therefore, be it Resolved: That Council grant approval of a Special Permit Use to allow a three (3) storey Apartment Dwelling, with up to 85 units, at Lot 23-1 York Point Road, being PID 613174, subject to the Town receiving plans that meet all requirements of *Zoning & Subdivision Control (Development) Bylaw #422* and the developer entering into a Development Agreement with the Town.

Motion Carried

**PL-18-2024 Special Permit Use – Block Townhouse
10-12-14-18 MacKinley Crescent (PID 245258)**

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

Whereas: The Town received a Development Permit Application on June 3, 2024, for a two (2) storey 6-unit Block Townhouse Dwelling at 10-12-14-18 MacKinley Crescent, being a PID 245258, which is zoned Multiple Unit Residential (R4).

And Whereas: Block Townhouse Dwellings up to 6-units are a Special Permit Use in the Multiple Unit Residential (R4) Zone pursuant to Section 12.3.1 of the *Zoning & Subdivision Control (Development) Bylaw #422*.

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

Therefore, be it Resolved: That Council grant approval of a Special Permit Use to allow a two (2) storey 6-unit Block Townhouse Dwelling at 10-12-14-18 MacKinley Crescent, being PID 245258, subject to entering into a Development Agreement with the Town.

Motion Carried

**PL-19-2024 Demolition – Dilapidated Building and Unsightly Property
601 Capital Drive (PID 245332) Property Maintenance Bylaw #221**

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

Whereas: The Single-Detached Dwelling (the Building) situate at 601 Capital Drive (PID 245323) (the “Property”) is a Dilapidated Building and the Property remains unsightly;

And Whereas: Council has considered the Town of Cornwall *Property Maintenance Bylaw #221*;

And Whereas: Pursuant to Section 21 of the *Property Maintenance Bylaw #221*, Council may order a property Owner to demolish any Dilapidated Building or part thereof and the Owner has been requested to have the building demolished or removed and the foundation filled in;

And Whereas: The Building situated at 601 Capital Drive remains Dilapidated and unsightly;
Therefore, be it Resolved: That Town of Cornwall Council hereby authorizes Town of Cornwall Administration to issue a *Notice*, containing all necessary particulars pursuant to s.21 of the *Property Maintenance Bylaw #221*, to the Owner requiring the Building to be demolished or

removed and the foundation filled in, by no later than 4:00pm on July 29, 2024;

And be it further Resolved: That if the Building is not demolished or removed and the foundation filled in by 4:00pm on July 29, 2024, Town of Cornwall Council shall authorize entrance onto the property for the purpose of carrying out the terms of the *Notice*.

Motion Carried

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes:** Councillor Campbell stated there was nothing to report at this time. The Committee will be meeting at the end of this Council meeting.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports: June 3, 2024** (draft) included in the package. Councillor Barnes provided the following updates:

- The Water Tower construction has begun.
- Draft Bylaw amendments are still under review.

b) **Resolutions:** Nil

CORRESPONDENCE

- Councillor Stevenson sent out best wishes to all teachers, students, and all PSB staff for a wonderful and safe summer vacation.
- Councillor Barnes congratulated the students from Rodd's Taekwondo who belt tested recently; a special shout-out to Owen Hanus who successfully completed his blue belt.
- Councillor Frizzell praised the volunteers who hosted the soccer tournament last weekend. He also noted Team Tackle Football U16 and U18, Football PEI will be hosting the Atlantic Bowl and congratulated the six players from Cornwall who will be playing in the tournament.
- Councillor Frizzell, along with Parks and Recreation Manager Kim Meunier, attended a meeting with the PEI ATV Federation – the Federation is looking to implement a development plan with approximately 40 recommendations that will be coming to Council in the near future.
- Councillor Frizzell noted Tackle PEI's community flag wrapped up on Sunday, June 23rd, 2024 and there were a number of championships given out.
- Mayor McCourt sent congratulations out to all the graduates from junior high and

high school, and good luck to all of them – especially high school graduates who will be starting the next chapter in their lives.

- Mayor McCourt also sent out best wishes to the entire staff of all the schools that the Town works with within our community – enjoy the summer and get some rest while enjoying time with family.
- Mayor McCourt attended a number of events in the past month: the award ceremony for cadets at the Kingston Legion, where she did the inspection; she also spoke at the Open Door Ministry, which is a favourite as it brings hope to the community; the final senior’s luncheon hosted by the Town which was a lobster dinner – special shout out to the staff who worked so hard to make it a special dinner; and finally the gala for Special Olympics where over \$440,000 was raised.
- Mayor McCourt sent condolences to the family of Lincoln MacLeod who passed away recently.

OTHER BUSINESS

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:18 pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF CORNWALL
Comparative Income Statement - Budget to Actuals

As of June 30, 2024

| | Budget 2024-2025 Full Year | Actuals to June 2024 | Budget 3/12 or Applicable Portion |
|-------------------------------------|-------------------------------|-------------------------|--------------------------------------|
| REVENUE | | | |
| CIVIC CENTRE REVENUE | | | |
| Curling Club Rent | 15,525.55 | | 0.00 |
| Other Income(Civic Centre Rental) | 3,000.00 | 1,049.99 | 750.00 |
| TOTAL: CIVIC CENTRE REVENUE | 18,525.55 | 1,049.99 | 750.00 |
| PARKS and RECREATION | | | |
| Recreation Programs - Winter | 43,000.00 | 0.00 | 0.00 |
| Recreation Programs - Fall | 70,000.00 | 0.00 | 0.00 |
| Recreation Programs - Summer | 140,000.00 | 43,846.51 | 35,000.00 |
| Recreation Programs - Spring | 52,000.00 | 54,899.99 | 52,000.00 |
| Events Revenue | 15,000.00 | 10,424.55 | 3,750.00 |
| Subtotal Programs | 320,000.00 | 109,171.05 | 90,750.00 |
| Sponsorship | 0.00 | 1,595.00 | 0.00 |
| Swimming Lessons | 7,000.00 | 4,715.00 | 3,500.00 |
| Pool Programs | 9,000.00 | 400.00 | 123.29 |
| Sub-total: Pool | 16,000.00 | 5,115.00 | 3,623.29 |
| Ball Field Rentals | 9,500.00 | 0.00 | 0.00 |
| Turf Field Rental | 35,000.00 | 8,609.67 | 8,750.00 |
| High Ropes Lease Rental | 3,783.28 | 0.00 | 0.00 |
| Court Rentals | 4,000.00 | 1,518.33 | 1,000.00 |
| Sub-total: Sport Field Rentals | 52,283.28 | 10,128.00 | 9,750.00 |
| Grants - Recreation | 3,000.00 | 0.00 | 0.00 |
| Grants - Wage Subsidies | 50,000.00 | 0.00 | 0.00 |
| Grants- Wage Subsidies Maintenance | 35,000.00 | 0.00 | 0.00 |
| Grants - Recreation Leadership | 5,000.00 | 0.00 | 0.00 |
| Sub-total: Grants | 93,000.00 | 0.00 | 0.00 |
| Miscellaneous revenue | 0.00 | 0.00 | 0.00 |
| TOTAL PARKS and RECREATION | 481,283.28 | 126,009.05 | 104,123.29 |
| OTHER REVENUE | | | |
| Municipal property taxes | 3,199,712.77 | 794,239.08 | 799,928.19 |
| Prov Property Tax Credit | 807,991.63 | 208,786.92 | 201,997.91 |
| Payment in Lieu of Taxes (PILT) | 48,000.00 | 0.00 | 12,000.00 |
| Farm Tax Rebate | -4,300.00 | -4,662.20 | -4,300.00 |
| Equalization Grant | 419,028.57 | 114,049.11 | 104,757.14 |
| MCEG Grant | 351,034.29 | 0.00 | 0.00 |
| Sewer & Water Utility | 100,000.00 | 25,000.00 | 25,000.00 |
| Investment Income | 60,000.00 | 16,390.67 | 15,000.00 |
| Investment Income from CADC | 21,558.06 | 0.00 | 0.00 |
| Building Permits & Subdivision fees | 55,000.00 | 39,785.92 | 27,500.00 |
| Fines | 55,000.00 | 9,993.73 | 9,166.67 |

| | | | |
|--------------------------------------|------------------------|------------------------|------------------------|
| Charging Stations | 1,500.00 | 305.58 | 375.00 |
| Miscellaneous Revenue (Bank) | 2,000.00 | 0.00 | 0.00 |
| Miscellaneous Revenue (Town Hall) | 3,000.00 | 332.50 | 750.00 |
| Transit | 40,000.00 | 39,659.00 | 40,000.00 |
| Gain on Sale of Assets | 0.00 | 0.00 | 0.00 |
| Government transfer for operations | 0.00 | 136,956.42 | 0.00 |
| Government transfers for capital | 0.00 | 0.00 | 0.00 |
| Contributions from Developer | 0.00 | 0.00 | 0.00 |
| Misc Revenue HST refund | 0.00 | 5.00 | 0.00 |
| Gas Tax Revenue | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER REVENUE | 5,159,525.32 | 1,380,841.73 | 1,232,174.91 |
| | | | |
| TOTAL REVENUE | \$ 5,659,334.15 | \$ 1,507,900.77 | \$ 1,337,048.20 |
| | | | |
| EXPENSE | | | |
| SALARIES & BENEFITS | | | |
| Salaries - Administration | 238,691.71 | 51,558.10 | 55,082.70 |
| EI Expense | 3,686.61 | 1,619.02 | 850.76 |
| CPP Expense | 11,465.53 | 3,539.24 | 2,645.89 |
| WCB Expense | 4,107.59 | 1,748.39 | 1,026.90 |
| Pension Expense | 11,284.59 | 2,477.60 | 2,604.14 |
| Medical Expense | 7,272.75 | 2,755.32 | 1,678.33 |
| Retirement reserve | 4,200.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 280,708.78 | 63,697.67 | 63,888.71 |
| ADMINISTRATION | | | |
| Amortization - Admin | 49,311.26 | 0.00 | 0.00 |
| Amortization Intangible Assets | 25,679.61 | 0.00 | 0.00 |
| FCM Annual Meeting | 17,000.00 | 20,578.79 | 17,000.00 |
| Meetings/Events/Newsletter | 8,500.00 | 1,057.15 | 2,125.00 |
| Council Honorariums | 66,264.50 | 14,066.13 | 16,566.12 |
| Advertising | 8,500.00 | 0.00 | 2,125.00 |
| Debit Machine Charges | 7,000.00 | 3,160.36 | 1,750.00 |
| Donations | 7,500.00 | 1,855.90 | 1,875.00 |
| Scholarships | 2,500.00 | 2,000.00 | 2,500.00 |
| Insurance | 70,000.00 | 70,052.19 | 70,000.00 |
| OfficeSupplies/Postage/Photocopying | 15,000.00 | 3,336.85 | 3,750.00 |
| Telephone / Fax | 38,000.00 | 9,235.19 | 9,500.00 |
| Training/Development | 5,000.00 | 121.00 | 1,250.00 |
| Travel | 2,000.00 | 331.92 | 500.00 |
| Miscellaneous - Admin. | 10,000.00 | 2,749.49 | 2,500.00 |
| Staff Fund | 1,500.00 | 0.00 | 0.00 |
| Interest on Debt Retirement | 79,190.29 | 8,455.30 | 19,797.57 |
| Communities 13 Prop Tax | 11,148.71 | 10,669.92 | 11,148.71 |
| Communities 13 Capital Fund | 16,415.00 | 0.00 | 0.00 |
| TOTAL ADMINISTRATION | 440,509.37 | 147,670.19 | 162,387.41 |
| RECREATION EXPENSE | | | |

| | | | |
|-------------------------------------|------------|------------|------------|
| Amortization - Recreation | 362,298.04 | 0.00 | 0.00 |
| Recreation Programs -Winter Expense | 7,500.00 | 0.00 | 0.00 |
| Recreation Programs - Fall Expense | 9,000.00 | 0.00 | 0.00 |
| APM Center Rental | 2,500.00 | 721.55 | 625.00 |
| Recreation Programs -Spring Expense | 9,000.00 | 9,585.00 | 9,000.00 |
| Recreation Programs -Summer Expense | 25,000.00 | 567.29 | 342.47 |
| Sub-total: Programs | 53,000.00 | 10,873.84 | 9,967.47 |
| BallFields | 8,000.00 | 1,410.93 | 2,000.00 |
| Volleyball/Basketball | 4,000.00 | 0.00 | 0.00 |
| Parks & Rec Equipment Maintenance | 16,000.00 | 214.59 | 4,000.00 |
| Parks Property Maintenance | 17,000.00 | 4,502.41 | 4,250.00 |
| Recreation Tools and Supplies | 4,000.00 | 636.89 | 1,000.00 |
| Sub-total: Parks Maintenance | 37,000.00 | 5,353.89 | 9,250.00 |
| Recreation Activity Credit | 1,000.00 | 120.00 | 250.00 |
| Events Expense | 46,250.00 | 9,865.21 | 11,562.50 |
| Pool - Chemicals | 6,000.00 | 815.16 | 1,500.00 |
| Pool - Propane | 2,200.00 | 86.88 | 550.00 |
| Pool - Maintenance | 2,000.00 | 477.76 | 500.00 |
| Pool - Miscellaneous | 400.00 | 0.00 | 100.00 |
| Sub-total: Pool | 10,600.00 | 1,379.80 | 2,650.00 |
| Clubhouse Electricity | 9,000.00 | 1,749.83 | 2,250.00 |
| Clubhouse Heat | 5,500.00 | 1,015.91 | 1,375.00 |
| Clubhouse Maintenance and Repairs | 18,000.00 | 8,423.79 | 9,000.00 |
| Clubhouse Water and Sewer | 1,500.00 | 392.78 | 375.00 |
| Subtotal Clubhouse | 34,000.00 | 11,582.31 | 13,000.00 |
| Terry Fox Sports Complex General | 17,200.00 | 726.71 | 4,300.00 |
| Ballfield Electricity | 4,100.00 | 921.45 | 1,025.00 |
| Turf Field - Electricity | 9,200.00 | 2,371.52 | 2,300.00 |
| Turf Field - Maintenance & Repair | 5,000.00 | 2,598.38 | 1,250.00 |
| Sub-Total Fields | 35,500.00 | 6,618.06 | 8,875.00 |
| Go PEI Grant | 3,000.00 | 719.96 | 750.00 |
| Sub-total: Grants | 3,000.00 | 719.96 | 750.00 |
| Recreation Training & Development | 5,000.00 | 1,416.69 | 1,250.00 |
| Recreation Travel | 1,500.00 | 234.65 | 375.00 |
| Salaries - Recreation | 854,798.63 | 155,594.64 | 197,261.22 |
| Recreation Benefits | 132,782.27 | 27,204.57 | 30,642.06 |
| Recreation Retirement Reserve | 9,900.00 | 0.00 | 0.00 |
| Subtotal Salaries and Benefits | 997,480.90 | 182,799.21 | 227,903.28 |
| Recreation Trailers | 1,000.00 | 0.00 | 250.00 |
| Van | 2,000.00 | 0.00 | 500.00 |
| 2011 1 ton Ford Truck | 3,000.00 | 180.87 | 750.00 |
| 2017 Chevy Silverado Truck | 5,500.00 | 989.66 | 1,375.00 |
| 2008 Ford Ranger Truck | 4,000.00 | 45.22 | 1,000.00 |
| 2012 Ford F150 Super Cab | 4,300.00 | 641.16 | 1,075.00 |
| 2017 Ford F-150 | 5,500.00 | 274.33 | 1,375.00 |
| ATV | 2,000.00 | 0.00 | 0.00 |

| | | | |
|-------------------------------------|---------------------|-------------------|-------------------|
| Sub-total: Recreation Vehicles | 27,300.00 | 2,131.24 | 6,325.00 |
| TOTAL: PARKS AND RECREATION | 1,625,928.94 | 234,505.79 | 294,158.25 |
| TOWN FACILITIES | | | |
| Recreation Buildings - Amortization | 73,292.52 | 0.00 | 0.00 |
| Sub-total Amortization | 73,292.52 | 0.00 | 0.00 |
| Dry Storage Building Tower Lane | 1,500.00 | 432.78 | 375.00 |
| Sub-total Dry Storage Building | 1,500.00 | 432.78 | 375.00 |
| Civic Centre - Electricity | 27,423.79 | 4,986.92 | 6,855.95 |
| Civic Centre - Heat | 10,000.00 | 2,487.51 | 2,500.00 |
| Civic Centre -Maintenance & Repairs | 25,000.00 | 8,936.93 | 12,500.00 |
| Civic Centre - Taxes, sewer & water | 4,839.27 | 10,050.59 | 4,839.27 |
| Sub-total Civic Centre | 67,263.06 | 26,461.95 | 26,695.22 |
| Maint. Building Maint. & Repair | 11,000.00 | 1,152.50 | 2,750.00 |
| Maint. Building Taxes, Water & Sew. | 6,300.00 | 4,654.52 | 3,150.00 |
| Maint. Building Heat | 6,300.00 | 612.77 | 1,575.00 |
| Maint. Building Electricity | 5,282.89 | 1,163.83 | 1,320.72 |
| Maint. Building Subtotal | 28,882.89 | 7,583.62 | 8,795.72 |
| Town Hall Electricity | 23,100.00 | 5,543.01 | 5,775.00 |
| Town Hall Maint. & Repair | 25,000.00 | 8,618.24 | 6,250.00 |
| Town Hall Taxes | 21,000.00 | 23,891.28 | 21,000.00 |
| Town Buildings Amortization | 38,990.54 | 0.00 | 0.00 |
| Subtotal Town Hall | 108,090.54 | 38,052.53 | 33,025.00 |
| TOTAL: TOWN FACILITIES | 279,029.01 | 72,530.88 | 68,890.94 |
| TOWN SERVICES | | | |
| Housing Accelerator Fund | 0.00 | 140,916.42 | 0.00 |
| Animal Control | 12,809.00 | 3,204.00 | 3,202.25 |
| Fire Dues | 482,792.99 | 119,443.00 | 120,698.25 |
| Meals on Wheels | 5,000.00 | 5,000.00 | 5,000.00 |
| Policing Services | 900,000.00 | 0.00 | 225,000.00 |
| Citizens on Patrol | 3,000.00 | 400.00 | 750.00 |
| Charging Stations | 2,513.83 | 542.97 | 628.46 |
| Street Lights | 111,100.00 | 26,373.08 | 27,775.00 |
| Transit Expense | 201,876.08 | 39,376.45 | 50,469.02 |
| Watershed Group | 5,000.00 | 0.00 | 0.00 |
| Pat and the Elephant | 10,000.00 | 10,000.00 | 10,000.00 |
| Environmental Initiatives | 10,000.00 | 646.12 | 2,500.00 |
| Total Town Services | 1,744,091.90 | 345,902.04 | 446,022.98 |
| PLANNING | | | |
| Emergency Measures Planning | 12,000.00 | 0.00 | 0.00 |
| Annual Conference & Membership | 3,000.00 | 200.00 | 750.00 |
| Affordable Housing | 12,000.00 | 5,825.00 | 6,000.00 |
| Planning Training & Development | 3,000.00 | 1,462.08 | 1,500.00 |
| Salaries - Planning | 287,758.82 | 65,721.70 | 66,405.88 |
| Planning Benefits | 50,749.61 | 12,781.39 | 11,711.45 |
| Planning Retirement Reserve | 2,100.00 | 0.00 | 0.00 |

| | | | |
|--|------------------------|------------------------|------------------------|
| Sub-total Salaries & Benefits | 340,608.43 | 78,503.09 | 78,117.33 |
| Planning Travel | 500.00 | 247.72 | 125.00 |
| Planning Vehicle | 3,000.00 | 432.92 | 750.00 |
| Planning Vehicle Amortization | 2,432.49 | 0.00 | 0.00 |
| Planning Tools/Equipment | 2,500.00 | 0.00 | 625.00 |
| TOTAL: PLANNING | 379,040.92 | 86,670.81 | 87,867.33 |
| PROFESSIONAL SERVICES | | | |
| Fed.Cdn. Municipalities | 2,241.71 | 0.00 | 0.00 |
| Fed. PEI Municipalities | 13,000.00 | 13,246.31 | 13,000.00 |
| Professional Fees -audit/accounting | 15,000.00 | 854.62 | 3,750.00 |
| Professional Fees - engineering | 4,000.00 | 1,274.81 | 1,000.00 |
| Professional Fees -- legal | 30,000.00 | 13,908.76 | 7,500.00 |
| Professional Fees - Planning | 5,000.00 | 407.25 | 1,250.00 |
| Professional Fees - other | 5,000.00 | 5,275.51 | 5,000.00 |
| Information Technology | 35,000.00 | 25,407.97 | 17,500.00 |
| Engagement | 5,000.00 | 0.00 | 1,250.00 |
| Bylaw Enforcement | 6,240.00 | 1,440.00 | 1,560.00 |
| TOTAL: PROFESSIONAL SERVICES | 120,481.71 | 61,815.23 | 51,810.00 |
| PUBLIC WORKS | | | |
| Amortization - Public Works | 119,546.02 | 0.00 | 0.00 |
| PW Maintenance and repairs | 25,000.00 | 9,668.12 | 6,250.00 |
| Sidewalk Maintenance | 15,000.00 | 0.00 | 3,750.00 |
| Grass Cutting Contract | 26,378.00 | 4,796.00 | 6,594.50 |
| PW Tools and Supplies | 5,000.00 | 2,103.50 | 1,250.00 |
| Custodial Supplies | 10,000.00 | 4,252.54 | 2,500.00 |
| Salaries - Maintenance | 368,557.29 | 81,976.30 | 85,051.68 |
| Maintenance Benefits | 61,438.86 | 13,448.09 | 14,178.20 |
| Salaries-Retirement Reserve | 7,100.00 | 0.00 | 0.00 |
| Sub-total: Salaries & benefits | 437,096.15 | 95,424.39 | 99,229.88 |
| Taxes | 2,022.00 | 1,739.01 | 2,022.00 |
| Tractor & trailer operating | 6,500.00 | 1,381.52 | 1,625.00 |
| Snow Removal Equipment | 12,000.00 | 283.68 | 3,000.00 |
| Snow Blower | 500.00 | 0.00 | 125.00 |
| 2015 Chev Silverado | 6,000.00 | -41.31 | 1,500.00 |
| 2015 Lamar Dump Trailer | 0.00 | 0.00 | 0.00 |
| Fuel Tanks - Bulk Fuel | 3,500.00 | 0.00 | 875.00 |
| Sub-total: vehicle operating | 28,500.00 | 1,623.89 | 7,125.00 |
| TOTAL: PUBLIC WORKS | 668,542.17 | 119,607.45 | 128,721.38 |
| TOTAL EXPENSE | | | |
| | \$ 5,538,332.81 | \$ 1,132,400.06 | \$ 1,303,747.00 |
| INCOME INCLUDING CAPITAL FUNDING | | | |
| | \$ 121,001.35 | \$ 375,500.71 | \$ 33,301.20 |
| Capital Funded From Operations - Budgeted | 538,719.00 | 66,444.56 | |
| Funds Remaining | -\$ 417,717.65 | \$ 309,056.15 | |

| | | | | | |
|--------------------------------------|----|-----------------|----|-------------------|--|
| Amortization Funds | | 671,550.48 | | 0.00 | |
| Used for Capital Debt Repayment | \$ | 245,233.84 | \$ | 55,940.75 | |
| Capital Reserve Funding | | 426,316.64 | | -55,940.75 | |
| | | | | | |
| Total Capital Reserve Funding | \$ | 8,598.99 | \$ | 253,115.40 | |

CORNWALL WATER AND SEWER CORPORATION

Comparative Income Statement - Budget to Actuals

As of June 30, 2024

| | Budget 2024-2025 Full Year | Actuals to June 2024 | Budget 3/12 or Applicable Portion |
|---|-------------------------------|----------------------|--------------------------------------|
| REVENUE | | | |
| CURRENT REVENUE | | | |
| Rate - Sewer | 931,760.81 | 225,128.29 | 232,940.20 |
| Rate - Water | 863,722.57 | 207,159.37 | 215,930.64 |
| Frontage - Sewer & Water | 9,500.00 | 2,681.51 | 2,375.00 |
| Interest - Sewer & Water | 35,453.21 | 9,117.51 | 8,863.30 |
| Total Sewer & Water Revenues | 1,840,436.59 | 444,086.68 | 460,109.15 |
| Sewer & Water Inspections | 1,000.00 | 490.00 | 250.00 |
| Investment Income | 1,000.00 | 965.15 | 250.00 |
| Misc. Income | 1,000.00 | 0.00 | 250.00 |
| Government transfers for capital | 0.00 | 0.00 | 0.00 |
| Gain on Sale of Assets | 20,000.00 | 0.00 | 0.00 |
| Contributions for Capital | 0.00 | 0.00 | 0.00 |
| MCEG Grant | 430,259.00 | 0.00 | 0.00 |
| TOTAL OTHER REVENUE | 453,259.00 | 1,455.15 | 750.00 |
| TOTAL REVENUE | \$ 2,293,695.59 | \$ 445,541.83 | \$ 460,859.15 |
| | | | |
| EXPENSE | | | |
| ADMINISTRATION | | | |
| Administrative Fee | 100,000.00 | 25,000.00 | 25,000.00 |
| Council Honorarium Allocations | 33,000.00 | 6,928.09 | 8,250.00 |
| Salaries | 481,420.12 | 98,184.48 | 120,355.03 |
| Benefits | 77,042.79 | 19,092.17 | 19,260.70 |
| Amortization | 615,000.00 | 0.00 | 0.00 |
| Amortization - Intangible Assets | 4,200.00 | 0.00 | 0.00 |
| Debit Machine Charges | 7,000.00 | 1,710.38 | 1,750.00 |
| Insurance | 60,000.00 | 62,874.16 | 60,000.00 |
| Memberships | 1,500.00 | 0.00 | 375.00 |
| Equipment | 4,500.00 | 729.53 | 1,125.00 |
| Interest on Debt Retirement | 179,893.01 | 33,205.82 | 44,973.25 |
| Sewer Maintenance | 45,000.00 | 4,725.10 | 11,250.00 |
| Lagoon Maintenance | 15,000.00 | 1,687.93 | 3,750.00 |
| Water Maintenance | 50,000.00 | 10,189.00 | 12,500.00 |
| Water Conservation Program | 5,000.00 | 0.00 | 1,250.00 |
| Water tests & Inspections | 18,000.00 | 2,332.00 | 4,500.00 |
| Water School | 10,000.00 | 3,871.99 | 2,500.00 |
| Property Taxes | 4,500.00 | 4,573.42 | 4,500.00 |
| Power - Sewer | 109,390.11 | 30,133.17 | 27,347.53 |
| Power - Water | 89,769.64 | 17,138.28 | 22,442.41 |
| Sub-total: Power | 199,159.75 | 47,271.45 | 49,789.94 |

| | | | |
|--|------------------------|----------------------|----------------------|
| Uniforms | 2,500.00 | 244.21 | 625.00 |
| Office Supplies | 5,500.00 | 3,208.38 | 2,750.00 |
| Postage | 13,000.00 | 3,118.98 | 3,250.00 |
| Professional Fees -audit/accounting | 11,000.00 | 0.00 | 0.00 |
| Professional fees - legal | 2,000.00 | 1,848.00 | 500.00 |
| Professional fees - engineering | 9,000.00 | 0.00 | 2,250.00 |
| Professional fees - other | 2,000.00 | 0.00 | 500.00 |
| Information Technology | 12,000.00 | 6,358.36 | 6,000.00 |
| Professional fees - subtotal | 36,000.00 | 8,206.36 | 9,250.00 |
| Training & Development | 7,500.00 | 8,464.86 | 7,500.00 |
| Telephone & Pager | 6,500.00 | 1,546.56 | 1,625.00 |
| 2017 GMC Sierra | 5,000.00 | 1,303.34 | 1,250.00 |
| 2008 Victor Cargo Trailer | 500.00 | 392.49 | 125.00 |
| 2012 Blower | 500.00 | 0.00 | 125.00 |
| 2012 Bushhog | 500.00 | 0.00 | 125.00 |
| 2008 4X4Chev Truck(purch. 2013) | 13,000.00 | 0.00 | 3,250.00 |
| 2018 Ram Truck | 7,500.00 | 1,690.58 | 1,875.00 |
| 2014 Magnum Mobile Generator | 2,700.00 | 481.25 | 675.00 |
| Subtotal Vehicles | 29,700.00 | 3,867.66 | 7,425.00 |
| Fuel Tanks - Bulk Fuel | 3,500.00 | 2,605.41 | 875.00 |
| TOTAL ADMINISTRATION | 2,014,415.67 | 353,637.94 | 404,428.92 |
| | | | |
| TOTAL EXPENSE | \$ 2,014,415.67 | \$ 353,637.94 | \$ 404,428.92 |
| | | | |
| INCOME INCLUDING CAPTIAL FUNDING | \$ 279,279.92 | \$ 91,903.89 | \$ 56,430.23 |
| Capital Funded From Operations - Budgeted | 518,400.00 | 21,929.34 | |
| Funds Remaining | -\$ 239,120.08 | \$ 69,974.55 | |
| Amortization Funds | 619,200.00 | 0.00 | |
| Used for Capital Debt Repayment | 366,710.23 | 64,283.00 | |
| Capital Reserve Funding | 252,489.77 | - 64,283.00 | |
| | | | |
| Total Capital Reserve Funding | 13,369.69 | 5,691.55 | |



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-21-2024 Signing Authority

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Town of Cornwall is required to update signing authorities for the National Bank of Canada whenever there is an internal change in those authorities and these authorities were updated with the National Bank, however a formal resolution was not passed;

Therefore, be it Resolved: That the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of Cornwall Council are Mayor Minerva McCourt and Deputy Mayor Jill MacIsaac;

And be it further Resolved: That the signing authorities for the Town of Cornwall National Bank of Canada accounts on behalf of administration are Kevin Coady, Chief Administrative Officer, and Wendy MacKinnon, Manager of Corporate Services.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-22-2024 Provincial Power Corporation Study

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____

Corey Frizzell

Seconded by Councillor _____

Elaine Barnes

Be it Resolved: That the Town of Cornwall Council endorses the study being conducted by the Province of Prince Edward Island into the possibility of establishing provincially owned production and delivery of electricity.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-23-2024 Remuneration Bylaw – Independent Review

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____

Corey Frizzell

Seconded by Councillor _____

Elaine Barnes

Be it Resolved: That the Town of Cornwall Council, per section 10 of the *Council Remuneration and Expenses Bylaw*, commissions an Independent Review of the *Council Remuneration and Expenses Bylaw*;

And be it Further Resolved: That town administration shall bring forward a proposed composition of the Commission to undertake the Independent Review and proposed terms of reference for the Independent Review to the next Committee of Council meeting.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-24-2024 Wild Threads Literary Festival

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The PEI Writers Guild supports the development and sustainability of the literary arts on PEI;

And Whereas: The Town of Cornwall supports participation in the literary arts and the PEI Writers Guild has requested that the Town of Cornwall support the 2024 Wild Threads Literary Festival;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the PEI Writers Guild 2024 Wild Threads Literary Festival.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-25-2024 Bragger's Cup – Hole Sponsorship

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: The Braggers Cup is a local golf tournament which raises funds for the Prince Edward Island Chapter of the Make-A-Wish Foundation;

And Whereas: The PEI Chapter of the Make-A-Wish Foundation fulfills wishes for numerous children throughout PEI in general and Cornwall in particular; and the Town of Cornwall has supported this fundraiser in the past and desires to continue doing so;

Therefore, be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the Braggers Cup Tournament to sponsor a hole in the event.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-26-2024 C.H.A.N.G.E. Program – Space Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town of Cornwall is a community that values the physical and mental health and wellness of its residents, and is committed to developing and investing in strategies that promote this wellbeing;

And Whereas: The Town has for the previous four years provided space, at no cost, to the Canadian Health Advanced by Nutrition and Graded Exercise (C.H.A.N.G.E.) Program;

And Whereas: The Town of Cornwall has been asked to donate the use of town space for the C.H.A.N.G.E. Program for another year;

And Whereas: The Town currently has space available and is interested in again assisting this program;

Therefore, be it Resolved: That the Town of Cornwall donate the use of space in the Cornwall Civic Centre at dates and times as are mutually agreeable between the Program and the Town, subject to availability, availability is at the sole discretion of the Town.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-27-2024 Camp Seggie Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Corey Frizzell**

Be it Resolved: That the Town of Cornwall donate four hundred and nineteen dollars (419.00) to Camp Seggie to sponsor one child for a one week camp experience.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-28-2024 Wrongful Conviction Day

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: Wrongful Conviction Day is designated as an annual International Day to recognize the tremendous personal, social and legal costs associated with wrongful criminal convictions and it falls on October 2nd this year;

And Whereas: The International Wrongful Conviction Committee has requested that October 2nd be proclaimed as “Wrongful Conviction Day” in the Town of Cornwall;

And Whereas: The Town desires to recognize those that have been forced to endure the tremendous consequences brought on by a wrongful criminal conviction;

Therefore, be it Resolved: That the Town of Cornwall declares October 2nd 2024 as “Wrongful Conviction Day” in the town and that the town hall be illuminated in yellow on that day.

TOWN OF CORNWALL
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE
July 3, 2024, at 4:45pm

Attendance: Mayor Minerva McCourt, Corey Frizzell (Chair), Elaine Barnes (video conference), Judy Herlihy, Stephen Campbell
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 4:45pm.

2. LAND ACKNOWLEDGEMENT

Councillor 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

It was moved by Councillor Herlihy and seconded by Councillor Barnes that the Agenda be approved as read.

CARRIED

4. APPROVAL OF THE MINUTES

It was moved by Councillor Herlihy and seconded by Councillor Barnes that the Minutes of June 5, 2024, be approved as read.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. PRESENTATIONS: Mike Cassidy (T3 Transit)

Councillor Frizzell welcomed Mr. Cassidy to the Committee to discuss the Capital Area Transit Plan, and possible routes within Cornwall. The Charlottetown Area Transit Coordinating Committee (CATCC) is asking the three municipalities for resolutions in support of the plan, however, there has not been a resolution passed to-date. CAO Coady stated that Council may also support the report in principle as we have with various other long term planning documents. Mr. Cassidy would like to meet with the three municipalities to discuss the report, and suggested he is stalled until the groups come together. Councillor Herlihy commented that Council shouldn't take on transit as its not its core competency, and the Town is too small to pay to do it. CAO Coady commented that Council prefers a turn-key transit operation as it does not have the capacity on its own. The Committee discussed that the transit plan does not necessarily enhance what is existing. Councillor Barnes commented that overall Council is happy with the service, appreciates the ability to arrange trial or pilot routes, and still wants to connect residents within the community. Councillor Frizzell commented that Council still wants transit for residents travelling through the Main Street corridor. Residents are looking for a system that transports to amenities such as the grocery store, pharmacy, APM Center, etc. Mr. Cassidy suggested routes into main centres including the Independent, APM Centre, Murphy's Pharmacy, and the Civic

Centre, in addition to going to and from Charlottetown. CAO Coady asked if T3 could forward information on new intra-community routes.

Councillor Frizzell thanked Mr. Cassidy for attending the meeting and reiterated that the Committee supports a meeting with all the municipal counterparts.

Mr. Cassidy exited chambers at 6:25

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

- a. T3 Transit
- b. North River Fire Department.
- c. RCMP
- d. Bylaw Enforcement
- e. Animal Control

8. ITEMS FOR DISCUSSION

- a. Security Cameras: Council has budgeted funds for security camera upgrades. Councillor Frizzell asked about the type of cameras, and if there were ideas for where new cameras would be installed. CAO Coady asked Committee members to email their questions about the tech, cameras, and locations. Councillor Frizzell stated he attended the Crime Stoppers AGM where police chief Brad McConnell presented on security systems and would like to invite him to present to the Committee. The Committee suggested September's meeting.
- b. Provincial Crown Power Corporation: Councillor Frizzell advised that the Province is in the process of studying the creation of a public utility. The City of Charlottetown recently passed a resolution of support, and Councillor Frizzell stated he would like to move a resolution to support the province in studying this matter.

It was moved by Councillor Frizzell and seconded by Councillor Barnes that Council pass a resolution in support of the Province undertaking a review for provincial crown power corporation.

9. IN CAMERA MGA s.119

NIL

10. OTHER BUSINESS

NIL

11. ADJOURNMENT:

The meeting was adjourned at 6:39pm.

COREY FRIZZELL, Chair
Councillor

KEVIN COADY
Chief Administrative Officer

Kevin Coady

From: Matthew Cassidy <mcassidy@cochatlantic.ca>
Sent: July 4, 2024 2:57 PM
To: Kevin Coady; Lori Bingley
Cc: T3Transit Info
Subject: RE: May Ridership
Attachments: Cornwall Ridership.pdf; June Complaints.pdf; June Breakdowns.pdf; June Accidents.pdf; June Marketing.pdf

Hello Everyone,

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

Monthly ridership for June 2024 was 2,977 and for June 2023 was 2,551.

For 2024, we have a total ridership of 16,700 compared to 12,647 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
cochatlantic.ca | maritimebus.com



CORNWALL RIDERSHIP - JUNE 2024

| Date | Day | Values | | | | |
|--------------------|-----|-----------------|-------------------------|----------------------|---------------------|---------------------------|
| | | Sum of Cornwall | Sum of Cornwall U18 Ups | Sum of Cornwall Offs | Sum of Cornwall U18 | Sum of Cornwall Ridership |
| 06/01/2024 | Sat | 25 | 11 | 19 | 1 | 56 |
| 06/02/2024 | Sun | | | | | 0 |
| 06/03/2024 | Mon | 61 | 4 | 71 | 3 | 139 |
| 06/04/2024 | Tue | 70 | 3 | 55 | 3 | 131 |
| 06/05/2024 | Wed | 54 | 2 | 54 | 2 | 112 |
| 06/06/2024 | Thu | 62 | 5 | 73 | 1 | 141 |
| 06/07/2024 | Fri | 70 | 7 | 63 | 5 | 145 |
| 06/08/2024 | Sat | 21 | 10 | 12 | 3 | 46 |
| 06/09/2024 | Sun | | | | | 0 |
| 06/10/2024 | Mon | 72 | 10 | 71 | 6 | 159 |
| 06/11/2024 | Tue | 67 | 8 | 66 | 4 | 145 |
| 06/12/2024 | Wed | 56 | 7 | 59 | 5 | 127 |
| 06/13/2024 | Thu | 62 | 16 | 76 | 2 | 156 |
| 06/14/2024 | Fri | 62 | 6 | 53 | 3 | 124 |
| 06/15/2024 | Sat | 16 | 1 | 19 | | 36 |
| 06/16/2024 | Sun | | | | | 0 |
| 06/17/2024 | Mon | 56 | 6 | 58 | 20 | 140 |
| 06/18/2024 | Tue | 58 | 13 | 60 | 11 | 142 |
| 06/19/2024 | Wed | 55 | 8 | 58 | 5 | 126 |
| 06/20/2024 | Thu | 59 | 4 | 71 | 3 | 137 |
| 06/21/2024 | Fri | 67 | 5 | 57 | 9 | 138 |
| 06/22/2024 | Sat | 22 | 4 | 25 | 2 | 53 |
| 06/23/2024 | Sun | | | | | 0 |
| 06/24/2024 | Mon | 63 | 5 | 69 | 6 | 143 |
| 06/25/2024 | Tue | 53 | 6 | 57 | 3 | 119 |
| 06/26/2024 | Wed | 63 | 9 | 61 | 7 | 140 |
| 06/27/2024 | Thu | 59 | 15 | 54 | 6 | 134 |
| 06/28/2024 | Fri | 48 | 12 | 58 | 11 | 129 |
| 06/29/2024 | Sat | 29 | 2 | 26 | 2 | 59 |
| 06/30/2024 | Sun | | | | | 0 |
| 07/01/2024 | Mon | | | | | 0 |
| Grand Total | | 1,330 | 179 | 1,345 | 123 | 2,977 |

Route # (All)
 CORNWALL RIDERSHIP - JUNE 2024

| Day | Sum of Cornwall | Non Paying Ridership |
|--------------------|-----------------|----------------------|
| Sun | 0 | |
| Mon | 581 | |
| Tue | 537 | |
| Wed | 505 | |
| Thu | 568 | |
| Fri | 536 | |
| Sat | 250 | |
| Grand Total | 2,977 | |

| | 2024 | 2023 | 2022 |
|-----------------|-------|-------|-------|
| Total Ridership | 2,977 | 2,551 | 2,195 |
| Monday - Friday | 2,727 | 2,350 | 1,997 |
| Paying | - | - | - |
| Non - Paying | 20 | 22 | 22 |
| Working Days | 136 | 107 | 91 |
| Average | | | |
| Saturday | 250 | 201 | 198 |
| Paying | 0 | 0 | - |
| Non - Paying | 5 | 4 | 4 |
| Working Days | | | |
| Average | 50 | 50.25 | 50 |

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

June 2024



| Call Type | Number |
|--------------------------------|--------|
| Medical First Responder | 3 |
| Fire Alarm | 2 |
| Smoke indoors – Heating issues | 2 |
| Motor Vehicle Accident | 1 |
| Vehicle Fire | 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) | 6 (27) |
| May | 3 (31) | 3 (29) | 3 (33) | 11 (36) | 2 (29) |
| June | 5 (36) | 11 (40) | 4 (37) | 13 (49) | 9 (38) |
| 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) | |
| Cornwall Totals | 60 | 69 | 91 | 100 | |
| NRFD Overall Totals | 183 | 186 | 241 | 291 | |

Call Types

| | 2020 | 2021 | 2022 | 2023 | 2024 |
|--------------------------------|------|------|------|------|------|
| Motor Vehicle Accidents | 17 | 12 | 16 | 14 | 7 |
| Misc. Fire type calls | 7 | 17 | 28 | 16 | 5 |
| Fire Alarms | 15 | 22 | 19 | 31 | 9 |
| Medical First Responder | 11 | 10 | 19 | 29 | 13 |
| Carbon Monoxide Alarms | 4 | 1 | 3 | 2 | 1 |
| Structure Fires | 1 | 1 | 1 | 2 | |
| Vehicle Fires | 2 | 2 | 1 | 1 | 1 |
| Water Rescue | 1 | 3 | 0 | 0 | |
| Off-Road Rescue | 0 | 0 | 1 | 0 | |
| Ice Rescue | 0 | 0 | 0 | 0 | 1 |

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

For Official Use Only

Monthly Report

June 2024

Town of Cornwall

Greg McCormick, Intelligence Analyst
L Division Criminal Analysis Section
July 3, 2024



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

- Persons crimes accounted for 9 offences in June. Assaults account for five of the occurrences, with two cleared by charge/charge recommended. The remaining four files were two each of uttering threats (no charges as the victim/complaint declined to proceed) and indecent/harassing communications (concluded with insufficient evidence to proceed).
- There were 12 property crimes reported in June. Of these, six were categorized as mischief, while the remainder were theft under \$5000 (three occurrences), fraud (two occurrences) and a single possession of stolen goods. None of the 13 occurrences resulted in charges laid/recommended.
- Two drug enforcement occurrences were reported in June. Both non-criminal in nature.
- Traffic offences accounted for 110 occurrences in June. Of these, six were impaired driving (three by drug, two by alcohol, and one by alcohol combined with drugs) and none resulted in charges laid/recommended. Speeding violations accounted for 44 of the occurrences, with almost half occurring on Main Street in Cornwall. There were four Checkstops documented, and eight STEP files reported.
- Overall, June saw 202 occurrences recorded with 194 of these founded or still under investigation. These numbers are higher than June 2023 (119 occurrences with 115 founded/SUI) and slightly lower than May 2024, with 212 occurrences and 194 founded/SUI.



Community Policing

Policing Initiatives

- Traffic complaint from the town regarding York Point Rd. RCMP called Department of Transportation and Infrastructure who cut trees down on the street to increase visibility. Police conducted targeted enforcement on June 18th.
- Member attended the Citizens on Patrol (COP) meeting on June 19th
- Youth engagement from last month (late submission) May 24th and May 27th members attended Elliott River School for youth engagement

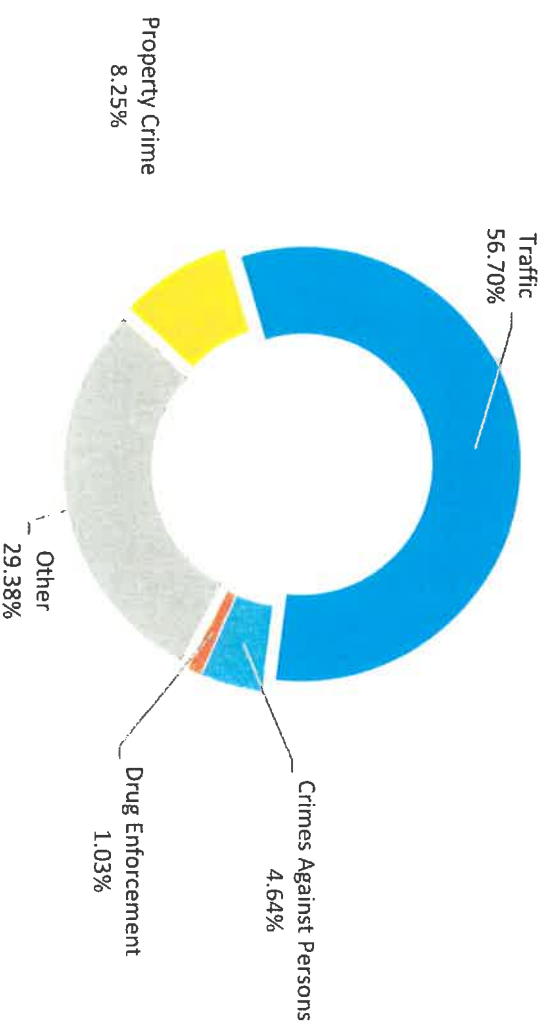
Selective Traffic Enforcement Program

- **June 5** – Main Street – Conducted speed enforcement using stationary radar. Two summary offence tickets issued for speeding.
- **June 5** – Route 1 – Conducted speed enforcement using radar. A single warning issued for speeding in the 40 km/h zone
- **June 9** – Main Street – Conducted speed enforcement. One verbal warning issued for speeding
- **June 9** – John Street & Main Street - Conducted speed enforcement using stationary radar, with two warnings issued for speeding
- **June 19** – Main Street (Warren Grove Road traffic circle) – patrolled for drivers using handheld electronic device while driving. No offences noted.
- **June 21** – Main Street – Conducted speed enforcement using mobile radar. Four offences issued for speeding.
- **June 22** – Main Street – Conducted speed enforcement using mobile radar. Two offences for speeding and one for operating with expired registration.
- **June 24** – Main Street – Conducted speed enforcement using mobile radar. Three warnings issued for speeding.



Occurrences

Occurrences by Category - All Occurrence Types
Queens District RCMP (Cornwall)
June 2024



194 Founded/SUI of 202 Total Occurrences

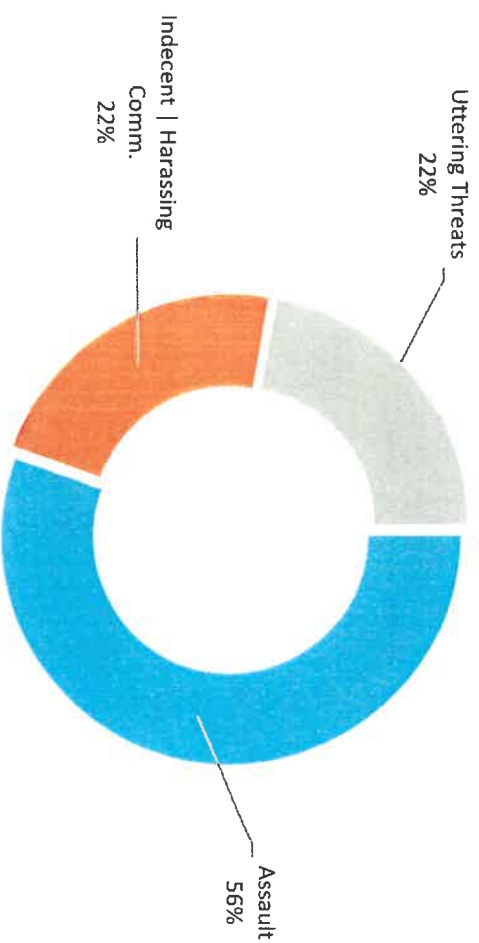


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Person Crimes

Occurrences by Category - Crimes against Persons
Queens District RCMP (Cornwall)
June 2024



9 Founded/SUI of 202 Total Occurrences

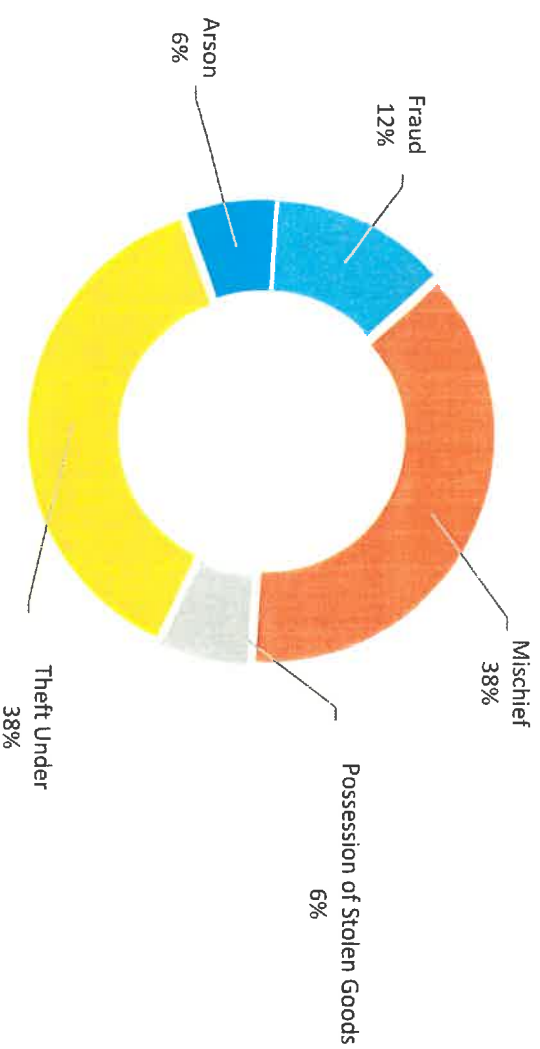


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Property Crime

Occurrences by Category - Property Crime
Queens District RCMP (Cornwall)
June 2024



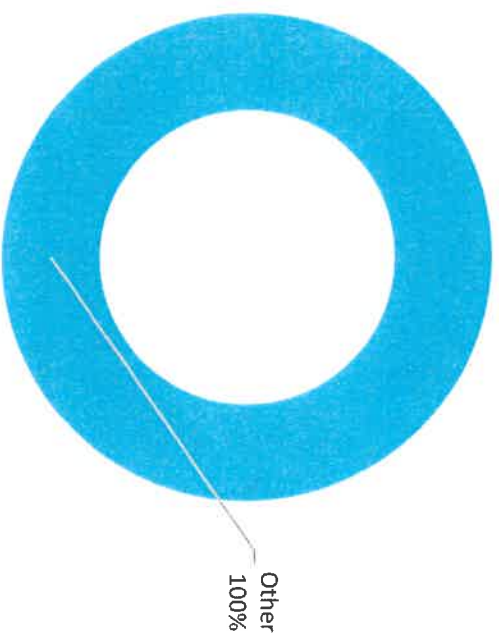
16 Founded/SUI of 202 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Drug Enforcement

Occurrences by Category - Drug Enforcement
Queens District RCMP (Cornwall)
June 2024



2 Founded/SUI of 202 Total Occurrences

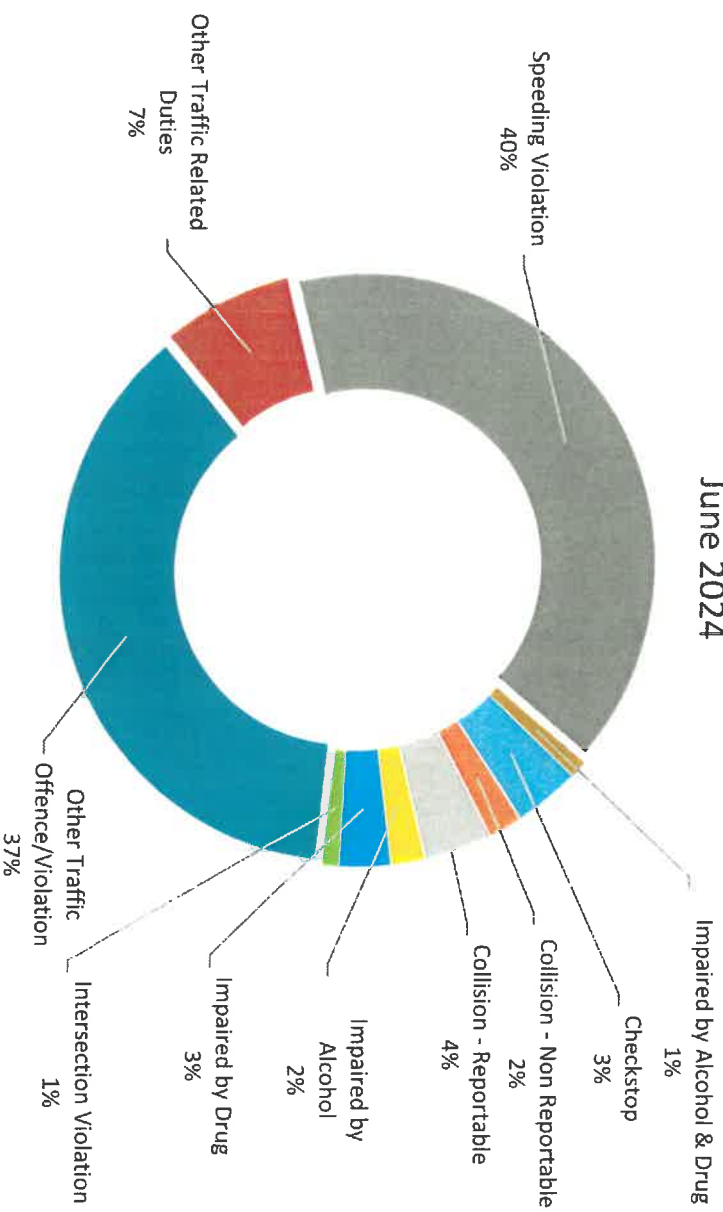


Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement Queens District RCMP (Cornwall)

June 2024



110 Founded/SUI of 202 Total Occurrences

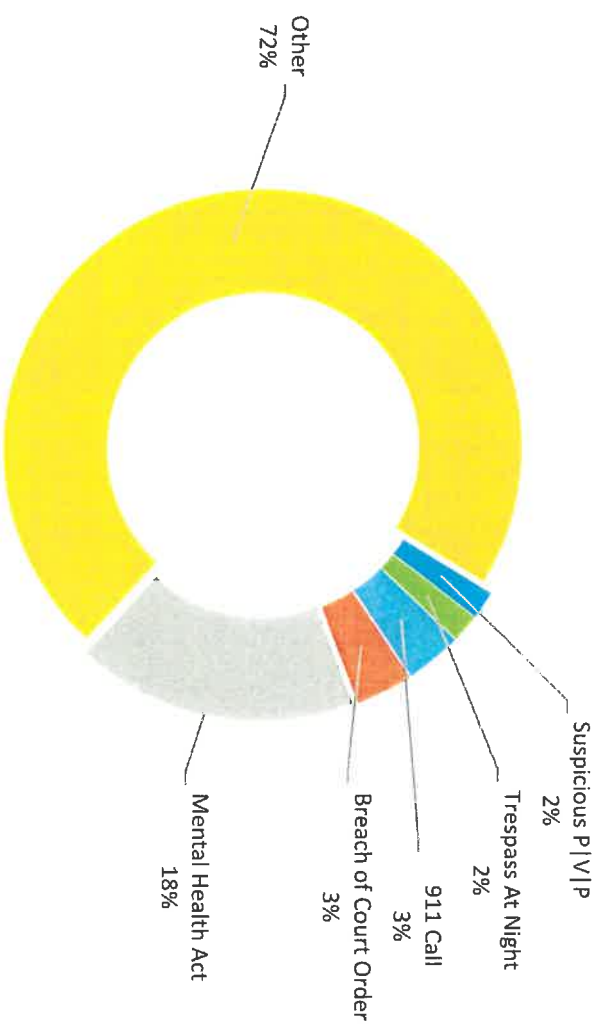


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Other Occurrences

Occurrences by Category - Other Occurrence Types
Queens District RCMP (Cornwall)
June 2024



57 Founded/SUI of 202 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets / Warnings / Defect Notices

| Ticket | Sum of Fine Amount | Count |
|--|--------------------------|-----------|
| 19(1)(a) Operating vehicle with invalid inspection sticker | \$3,378.00 | 21 |
| 176(3)(b)(i) Speeding: 29 km /hr or less over limit | \$1,350.00 | 9 |
| 176(3)(b)(i) Speeding: 29 km /hr or less over limit | \$880.00 | 7 |
| 11(1)(b) Driving passenger vehicle while registration expired | \$750.00 | 3 |
| 176(3)(b)(ii) Speeding from 30-49 km/hr over limit | \$398.00 | 2 |
| Warning | | 45 |
| 176(3)(b)(i) Speeding: 29 km /hr or less over limit | | 28 |
| 11(1)(b) Driving passenger vehicle while registration expired | | 6 |
| 324(4) Failing to carry and produce valid insurance card to peace officer when requested | | 5 |
| 176(3)(b)(ii) Speeding from 30-49 km/hr over limit | | 2 |
| 138(6) Operating motor vehicle with improper glazing (tinting) | | 1 |
| 167(6)(a) Failing to stop at marked locations on red light or "stop" signal at place other than intersection | | 1 |
| 19(1)(a) Operating vehicle with invalid inspection sticker | | 1 |
| 68 Driving without being licensed to drive or with a license that is expired or invalid | | 1 |
| Grand Total | \$3,378.00 | 66 |





L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)

UNCLASSIFIED

Current as of: 2024-07-03

| Occurrence Type and Sub-Type | Target Month | | | Year to Month | | |
|--------------------------------|--------------|----------|----------|---------------|------|------|
| | Jun 2024 | Jun 2023 | Jun 2022 | 2024 | 2023 | 2022 |
| Crimes Against Persons | | | | | | |
| Offences Related to Death | 0 | 0 | 0 | 0 | 0 | 0 |
| Sexual Offences | 0 | 0 | 1 | 1 | 12 | 8 |
| Assault | 5 | 4 | 0 | 15 | 28 | 19 |
| Kidnapping/Hostage/Abduction | 0 | 0 | 0 | 0 | 1 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 1 | 0 |
| Extortion / Intimidation | 0 | 0 | 0 | 0 | 2 | 0 |
| Criminal Harassment | 0 | 0 | 1 | 4 | 5 | 10 |
| Indecent Harassing Comm. | 2 | 1 | 1 | 16 | 7 | 24 |
| Uttering Threats | 2 | 2 | 1 | 8 | 12 | 10 |
| Property Crime | | | | | | |
| Arson | 1 | 0 | 0 | 1 | 1 | 0 |
| Break and Enter | 0 | 0 | 1 | 1 | 14 | 4 |
| Unlawfully in a Dwelling House | 0 | 0 | 0 | 0 | 0 | 1 |
| Theft Over | 0 | 0 | 0 | 0 | 1 | 2 |
| Theft of Motor Vehicle | 0 | 0 | 0 | 1 | 1 | 0 |
| Theft of Other MV / Motorcycle | 0 | 0 | 0 | 3 | 2 | 0 |
| Take MV w/o Consent | 0 | 0 | 0 | 0 | 1 | 0 |
| Theft Under | 6 | 3 | 4 | 21 | 33 | 39 |
| Shoplifting | 0 | 0 | 0 | 3 | 4 | 1 |
| Theft (mail, bicycle, et al) | 0 | 0 | 0 | 0 | 1 | 2 |
| Theft from Motor Vehicle | 0 | 0 | 0 | 1 | 10 | 4 |
| Possession of Stolen Goods | 1 | 0 | 0 | 1 | 2 | 2 |
| Fraud | 2 | 1 | 1 | 15 | 23 | 17 |
| Identity Theft | 0 | 0 | 0 | 0 | 1 | 0 |
| Mischief | 6 | 9 | 4 | 41 | 109 | 72 |
| Drug Enforcement | | | | | | |
| Possession | 0 | 0 | 0 | 2 | 0 | 0 |
| Trafficking | 0 | 1 | 0 | 0 | 5 | 0 |
| Import/Export | 0 | 0 | 0 | 0 | 0 | 0 |
| Production | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 2 | 0 | 1 | 8 | 7 | 3 |
| Traffic | | | | | | |
| Dangerous Op of MV | 0 | 1 | 0 | 0 | 5 | 2 |
| Impaired by Alcohol | 2 | 1 | 2 | 7 | 15 | 20 |
| Impaired by Alcohol & Drug | 1 | 1 | 0 | 2 | 1 | 1 |
| Impaired by Drug | 3 | 1 | 1 | 8 | 15 | 8 |
| Failure/Refusal | 0 | 0 | 0 | 1 | 3 | 2 |
| Driving while Disqualified | 0 | 0 | 0 | 5 | 11 | 8 |
| Fail to Stop or Remain | 0 | 0 | 0 | 3 | 3 | 1 |

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

Prepared by Greg McCormick, Crime Analyst (greg.mccormick@rcmp-grc.gc.ca)





L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)

UNCLASSIFIED

Current as of: 2024-07-03

| Occurrence Type | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 |
|--|------------|------------|------------|------------|--------------|--------------|
| Seatbelt Violation | 0 | 0 | 0 | 4 | 4 | 15 |
| Intersection Violation | 1 | 0 | 0 | 4 | 4 | 8 |
| Speeding Violation | 44 | 9 | 28 | 189 | 117 | 215 |
| Insurance Violation | 0 | 0 | 0 | 0 | 0 | 0 |
| Road Side Suspension (Alcohol) | 0 | 0 | 0 | 1 | 3 | 1 |
| Road Side Suspension (Drug) | 0 | 0 | 1 | 0 | 0 | 2 |
| Collision - Fatal | 0 | 0 | 0 | 0 | 0 | 0 |
| Collision - Non - Fatal Injury | 0 | 1 | 0 | 3 | 3 | 0 |
| Collision - Reportable | 4 | 2 | 3 | 11 | 32 | 21 |
| Collision - Non Reportable | 2 | 4 | 5 | 14 | 39 | 41 |
| Off-Road Vehicle Collision | 0 | 0 | 0 | 0 | 0 | 0 |
| Municipal By-laws | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Traffic Offence/Violation | 41 | 34 | 26 | 215 | 462 | 325 |
| Other Traffic Related Duties | 8 | 0 | 0 | 56 | 2 | 2 |
| Checkstop | 4 | 0 | 0 | 17 | 7 | 7 |
| Other | | | | | | |
| 911 Call | 2 | 1 | 4 | 13 | 46 | 30 |
| Breach of Court Order | 2 | 0 | 1 | 12 | 9 | 10 |
| Liquor Act | 0 | 1 | 0 | 1 | 9 | 8 |
| Mental Health Act | 10 | 5 | 12 | 49 | 48 | 56 |
| Missing Person | 0 | 2 | 0 | 1 | 9 | 7 |
| Municipal Bylaw - Other | 0 | 1 | 2 | 0 | 3 | 6 |
| ¹ Other | 41 | 30 | 26 | 152 | 289 | 341 |
| Suspicious P V P | 1 | 0 | 4 | 1 | 23 | 53 |
| Trespass At Night | 1 | 0 | 0 | 5 | 1 | 1 |
| Total Founded & SUI Occurrences | 194 | 115 | 130 | 916 | 1,446 | 1,409 |
| Total Occurrences* | 202 | 119 | 137 | 973 | 1,561 | 1,473 |

¹ Includes Assistance to General Public, Dog Act, False Alarms, and any occurrence type with "other activities" in the caption.

*Includes Unfounded and Unsubstantiated

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

Prepared by Greg McCormick, Crime Analyst (greg.mccormick@rcmp-grc.gc.ca)



PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - June, 2023.

- Patrolling and monitoring open files.
- June 07 – Monitoring grass at Pizza Hub and Sizzler for debris, garbage and dumping ashes.
- June 14 – NOV issued to 601 Capital dr. for uncut grass.
- CAO spoke with Pizza Hub owner, grass has been cut.
- June 21 – NOV issued and mailed to owners of 55-43-39 Poplar Dr. all for uncut grass.
- June 28 – NOV issued to 40 Kellow Dr. for debris against neighbors hedge.
- 41 Hillside Meadows. Car being stripped. Spoke with Garnet.
- 0958 I stopped into Sizzler at 633 Main St. to check for garbage along back tree line. Observed ashes dumped and staff (Dillon) came out and said he would clean it up. Found no garbage along tree line.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

**Town of Cornwall - Summary of Month & Year to Date
(April 2024 - March 2025)**

| Category | Last Month YTD | June | YTD |
|--|-------------------|-----------|-----------|
| By-Law Cases - New | 1 | 3 | 4 |
| By-Law Cases - Closed | 2 | 2 | 4 |
| Humane - New | 0 | 3 | 3 |
| Humane - Closed | 1 | 2 | 3 |
| Dog Act - New | 0 | 2 | 2 |
| Dog Act Closed | 1 | 1 | 2 |
| Stray Dogs to Shelter | 0 | 0 | 0 |
| Stray Dogs Returned to Owner | 0 | 0 | 0 |
| Stray Cats to Shelter | 0 | 2 | 2 |
| Stray Cats Returned to Owner | 0 | 2 | 2 |
| Community Patrols | 33 | 21 | 54 |
| Licenses Issued | 2 | 0 | 2 |
| For The Record - New | 0 | 0 | 0 |
| For The Record - Closed | 0 | 0 | 0 |
| Health & Wellness - New | 0 | 0 | 0 |
| Health & Wellness - Closed (bites that break skin) | 0 | 0 | 0 |
| Total | 40 | 38 | 78 |

Charges for Boarding of Unclaimed Stray Dogs

| | | |
|------------------------------|----------------|----------------------|
| Board (5 days, \$26 per day) | 0 dogs @ \$130 | \$0.00 |
| Euthanasia (\$75 per animal) | 0 dogs @ \$75 | \$0.00 |
| | Total | <u>\$0.00</u> |



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-08-2024 Ballfield Lights Tender Award

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: The Town of Cornwall issued a tender call for the installation of field lighting at the second ballfield at the Terry Fox Sports Complex;

And Whereas: Two compliant bids were received in response to this tender call;

Therefore be it Resolved: That the Town of Cornwall upon, and pursuant to, the recommendation of the town's engineers award the ballfield lighting contract to A&B Electric, the low bidder, for the price of five hundred and twenty one thousand five hundred and twenty five dollars, inclusive of HST.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-09-2024 **Bicycle Helmet Awareness Event**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town of Cornwall promotes safe bicycle riding and hosts an annual bike rodeo event for children among other bike safety efforts and events;

And Whereas: The Town would like to further its bike safety and injury prevention efforts and has received a request to participate in a bicycle helmet awareness event with “injuryfreepei”;

Therefore be it Resolved: That the Town of Cornwall organize a bicycle helmet awareness event in conjunction with “injuryfreepei” and contribute \$500 to purchase bicycle helmets for the event.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

COMMITTEE: Planning Committee

MOTION NUMBER: PL-20-2024
Special Permit Use (C-116-24)
Multiple Unit Dwelling Development – Building #2
Affordable Housing
PID 1161314 Kingston Road

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town received a Development Permit Application for a Multiple Unit Dwelling development located at PID 1161314 Kingston Road (the “Property”), which Property is zoned Multiple Unit Residential (R4).

And Whereas: The development concept proposes three (3) Multiple Unit Dwellings constructed over three (3) phases, and the creation of 46 Affordable Housing dwelling units.

And Whereas: Council Resolution PL-02-2024 dated February 28, 2024, provided support in principle for the development concept, and granted Special Permit Use Approval for development of the first Multiple Unit Dwelling.

And Whereas: The proposed Multiple Unit Dwelling design is a Special Permit Use in the R4 Zone pursuant to Section 12.3(f) of the *Zoning and Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

And Whereas: Council has considered the Town of Cornwall *2022 Official Plan*, the Bylaw, a Professional Planning Report, and the Affordable Housing Incentive Program.

Therefore, be it Resolved: That Council grant approval of a Special Permit Use allowing development of the second building, being a 16-Unit Multiple Unit Dwelling at PID 1161314 Kingston Road, subject to the Developer entering into a Development Agreement with the Town.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

COMMITTEE: Planning Committee

MOTION NUMBER: PL-21-2024
Special Permit Use (C-117-24)
Multiple Unit Dwelling Development – Building #3
Affordable Housing
PID 1161314 Kingston Road

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town received a Development Permit Application for a Multiple Unit Dwelling development located at PID 1161314 Kingston Road (the “Property”), which Property is zoned Multiple Unit Residential (R4).

And Whereas: The development concept proposes three (3) Multiple Unit Dwellings constructed over three (3) phases, and creation of 46 Affordable Housing dwelling units.

And Whereas: Council Resolution PL-02-2024 dated February 28, 2024, provided support in principle for the development concept, and granted Special Permit Use Approval for development of the first Multiple Unit Dwelling.

And Whereas: Council Resolution PL-20-2024 dated July 24, 2024, granted Special Permit Use Approval for development of the second Multiple Unit Dwelling.

And Whereas: The proposed Multiple Unit Dwelling design is a Special Permit Use in the R4 Zone pursuant to Section 12.3(f) of the *Zoning and Subdivision Control (Development) Bylaw #422* (the “Bylaw”).

And Whereas: Council has considered the Town of Cornwall *2022 Official Plan*, the Bylaw, a Professional Planning Report, and the Affordable Housing Incentive Program.



Therefore, be it Resolved: That Council grant approval of a Special Permit Use allowing development of the third building, being a 12-Unit Multiple Unit Dwelling at PID 1161314 Kingston Road, subject to the Developer entering into a Development Agreement with the Town.

And be it Further Resolved: That water and sewer utility services for the third building shall not be approved and occupancy shall not take place until such time that parking requirements are satisfied and comply with the Bylaw.

**TOWN OF CORNWALL
PUBLIC WORKS COMMITTEE MEETING
Wednesday, June 26th, 2024, at 5:15 PM**

Chair: Councillor Steven Campbell
Present: Councillor Elaine Barnes
Councillor Corey Frizzell
Mayor Minerva McCourt

Also: Kevin Coady – Chief Administrative Officer
Doug Longmoore – Infrastructure Manager

Guest: 2 Members of the Public

CALL TO ORDER

The meeting was called to order at 5:26 p.m. by Chair Campbell.

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

It was moved by Councillor Barnes and seconded by Councillor Frizzell that the agenda be approved with the addition of an item under Public Input on Hyde Pond issues.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Frizzell, seconded by Councillor Barnes that the Public Works Committee minutes of April 24th, 2024, be approved as circulated.

Motion Carried

SNOW AND ICE POLICY

Included in the package was a draft policy on snow and ice treatment for sidewalks and parking lots around municipal buildings. The policy sets out to establish minimum service standards that are reasonable and achievable with the current level of staffing and equipment. The committee discussed some minor changes to the policy, and it will be brought back at the next Public Works Committee meeting for further discussion.

SNOW CONTRACT

The Town's 2-year contract with Earthform expired May 1st, 2024. They provided snow clearing around municipal buildings and parking lots at the TFSC. The Committee recommends putting

out a request for proposals for a 1-year contract and to do a cost analysis of providing the service in house as was done with the sidewalks/trails snow removal.

GRASS CONTRACT

An analysis of the current grass contract was conducted and will be revisited at the next meeting with an expanded look at doing grass and snow service comparison and bringing both services fully in house. It has been shown that service standards can be much higher with full time staff doing the maintenance rather than contracted to local companies.

It was also recommended that the Town investigate the use of robot grass cutters. Various models are available now and can work on a program to cut grass at night without staff supervision.

PUBLIC INPUT

Hyde Pond

The Committee welcomed residents Tim and Cindy Hennessey from Pond Street and they shared their experiences with rowdy groups and unsafe behaviors taking place at Hyde Pond at various points during the day. Some of the recommendations include installing a speed hump on the street, installing cameras, improving signage “Park Closed Dusk to Dawn” and “no off-leash dogs” and a notice on not interfering with local wildlife.

The Committee will look at implementing as many suggestions as possible and reminded residents that if they see something not to hesitate to contact the RCMP.

SPEED DATA

The Committee reviewed the speed data that was included in the package. The Committee thought the information collected was very helpful in understanding some of the traffic problems observed on local streets. The Committee recommended exploring ways to present the data in a graphic chart that could be easily understood and posted on the Town’s website on a quarterly basis.

SPEED HUMPS

The Committee reviewed the request for speed hump on Mercedes Drive along with the accompanying speed data. It was the recommendation of the Committee that a speed hump be placed on Mercedes Drive between Miah Drive and Hillside Meadows Drive.

STREET LIGHT REQUEST

There is an ongoing request to Maritime Electric to install more streetlights on York Point Road between Candlelight and Marianne Drive. There was also a request for an additional streetlight at 12 MacRae Drive.

STAFF SAFETY

Town staff that are tasked with picking up garbage such as sharps and hazardous waste are provided with proper safety gear and sharp containers. Staff also have hats and water bottles and take frequent breaks during hot weather to prevent heat stroke and other heat related medical conditions.

IN CAMERA

Nil

MEETING TIME

The next meeting time is Wednesday, September 25th, 2024, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 6:57 p.m.

STEVEN CAMPBELL
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

DRAFT

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, June 24th, 2024, at 4:30 PM**

Chair: Councillor Elaine Barnes
Present: Councillor Cory Stevenson
Deputy Mayor Jill MacIsaac

Also: Doug Longmoore – Infrastructure Manager
Kevin Coady – Chief Administrative Officer

Guest: Gordon Wasson – Senior Engineer exp.

CALL TO ORDER

The meeting was called to order at 4:30 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 Chair 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 Chair Barnes that the Minutes of June 3rd, 2024, be approved as circulated.

Motion Carried

PRESENTATION ON UTILITY MASTER PLAN

Gorden Wasson, senior engineer from exp., did a presentation on the Utility Master Plan that has recently been completed. The Master Plan document provides a detailed examination of the state of the Utility, as well as a roadmap for future projects to maintain the utility's systems. As the Town develops and continues to grow, additional expansion of the Utility will be required, such as increasing the capacity for wastewater treatment and expansion of the service area. Some key short-term recommendations are conducting a long-term wastewater strategy (report), servicing Cornwall Road and rehabilitation work on the existing storage tank in the Cornwall Business Park. Once the committee has had an opportunity to review the report, a recommendation shall be made to accept the report as a guiding document for the Utility.

CORNWALL ROAD SERVICES

The Committee discussed the extension of services on Cornwall Road. The Utility had undertaken completing a preliminary design of servicing the Cornwall Road with water and sewer services from Jake Drive to the Trans-Canada Highway. The design is approximately 70% complete however, in doing the design, it was determined that there is a large amount of underground fibre and communications infrastructure already in place. In order to proceed with servicing Cornwall Road as designed, this infrastructure will have to be moved and the project would be a complete rebuilding of the Cornwall Road with the new buried infrastructure. The Committee has recommended that the Utility look at the development in phases with phase one being an extension to the extent of the new gravity sewer system and phase 2 being an extension encompassing all of the capture zone of the new lift station that would be required.

It was moved by Deputy Mayor MacIsaac and seconded by Chair Barnes that a resolution be forwarded to Council that the Utility put together a Phase 1 tender package for the Cornwall Road extension of services.

Motion Carried

ENGINEERING SERVICES

The Town of Cornwall has had a standing offer with WSP to provide engineering services since 2016. This included a 5-year contract and a 3-year extension of the engineering services contract that expires this fall. The Town is obliged to ensure that contracts are awarded in a way that is fair, transparent, competitive and consistent with value for money principles in accordance with the Canadian Free Trade Agreement.

It was moved by Deputy Mayor MacIsaac and seconded by Councillor Stevenson that a resolution be forwarded to Council that the Town put together a request for proposals (RFP) for a new standing offer to a professional engineering company to provide engineering services for the Town and Utility.

Motion Carried

UTILITY BYLAW

A brief discussion was held regarding the updated draft of the utility bylaws specifically regarding water supplied by meter. Discussion regarded if inground irrigation systems installed on a property should automatically require a meter to be installed at the property due to the increased water demand. It was also discussed that when the utility provides service to properties outside of the municipality that those properties are charged a hirer rate then properties within the municipality. Discussion around section 3.11 for water restrictions regulations are also ongoing that would accompany the bylaw. Further discussion will be held at the next committee meeting.

WATER TOWER

Staff noted the groundwork and tree clearing for the new water tower is now scheduled to begin after the Canada Day holiday.

PUBLIC INPUT

Nil.

IN CAMERA

Nil.

MEETING TIME

The next meeting is scheduled for Monday August 2, 2024 at 4:30PM at the Town Hall.

MEETING ADJOURNED

Meeting adjourned at 6:01 p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 03-2024 ~ Cornwall Road Servicing

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Jill MacIsaac**

RESOLVED:

Whereas: There has been a great deal of interest from various parties regarding developing a business park and/or various commercial enterprises on the Cornwall Road adjacent to the Trans-Canada Highway in addition to interest in the development of single and multi-unit residential housing in the area;

And Whereas: The limiting factor to continued development in this part of Cornwall is the lack of utility services and the Town is proceeding with the completion of the design for the installation of these utility (Water/Sewer) services on Cornwall Road;

And Whereas: There is a very high estimated cost to this project, it is recommended that the project be completed in phases, with the first phase extending to the point along Cornwall Road that can be serviced by gravity sewer services;

Therefore, be it Resolved: That the Town of Cornwall commission WSP, as the Town's engineering consultant, to complete the design and prepare tender documents for the first phase of the extension of utility services on Cornwall Road, with said tender ready for issue in fall 2024 and construction to begin in spring 2025, should satisfactory funding be secured.



TOWN OF CORNWALL

RESOLUTION

DATE: July 24, 2024

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 04-2024 ~ Engineering Servicing

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Jill MacIsaac**

RESOLVED:

Whereas: The Town of Cornwall has had a standing offer contract with WSP to provide engineering services since 2016. This included a 5-year contract and a 3-year extension of the contract that expires this fall;

And Whereas: The Town is obliged to ensure that contracts are awarded in a way that is fair, transparent, competitive and consistent with value for money principles;

And Whereas: The current contract with WSP is set to expire in fall 2024, and the Town should seek out competitive prices from qualified professional engineering firms to ensure that the Town is receiving competitive rates for on demand engineering services that the Town requires;

Therefore, be it Resolved: That the Town of Cornwall develop and issue a request for proposals (RFP) for a new standing offer contract for professional engineering services for the Town and Utility for a 5-year period.