

**Town of Cornwall
Regular Council Meeting
October 23, 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) September 25, 2024
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
- 8) **Committee of Council**
 - a) **Minutes/Reports**
 - i) Minutes – September 18, 2024
 - b) **Resolutions**
 - i) 2nd Quarter Financial Statements
 - ii) TFSC/Civic Centre Loan Renewal
 - iii) Town/Utility Lines of Credit Renewal
 - iv) Demand Loan Renewal
 - v) Engage Remuneration Consultant
 - vi) PEI Women’s Institute Country Christmas Tickets Purchase
 - vii) International Men’s Day

Environment and Sustainability – Councillor Herlihy

 - a) **Minutes/Reports**
 - b) **Resolutions**
- 9) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) October 2, 2024
 - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
- 10) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) – October 9, 2024
 - ii) Manager’s Report – October 2024
 - b) **Resolutions**
 - i) T.O.P.S. Donation of Meeting Space
- 11) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - b) **Resolutions**
 - i) Bylaw 422F - Housing Accelerator Fund Initiatives - Second Reading/Formal Adoption
 - ii) Bylaw 422G (56 Lakeview Dr.) Second Reading/Formal Adoption
 - iii) Bylaw 422H (346 York Point Rd.) Second Reading/Formal Adoption
 - iv) Parkland Dedication Scottsview Meadows Phase 1
- 12) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports** – Minutes (Draft) September 25, 2024
 - b) **Resolutions**
 - i) Parking Lot Snow Removal Tender Award
 - ii) Snow and Ice Control Policy Adoption
- 13) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports** – Minutes (Draft) October 7, 2024
 - b) **Resolutions**
 - i) Adopt Utility Master Plan “In Principle”
- 14) **Correspondence**

**Town of Cornwall
Regular Council Meeting
October 23, 2024, 4:30 PM**

- 15) Other Business**
- 16) In Camera**
- 17) Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, September 25th, 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
Tracey MacLean – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Spencer Hay – Manager of Planning and Development

Regrets: Nil

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT Read

APPROVAL OF THE AGENDA

Councillor Stevenson 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) **August 28, 2024, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Stevenson that the minutes of August 28, 2024, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**

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

b) **Resolutions:**

COC-31-2024 Canada Community Building Fund – Capital Investment Plan

Moved by Councillor **Elaine Barnes**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall recognizes the importance of enhancing community development and improving the quality of life for residents;

And Whereas: The Community Capacity Building Fund (CCBF formerly the “Gas Tax” fund) aims to create predictable funding to help municipalities build or revitalize their infrastructure;

And Whereas: the Government of Canada and the Province of PEI have entered into an agreement for 2024-2034 and have committed to provide the Town of Cornwall \$3,239,402 over the period of 2024/25 to 2028/29;

And Whereas: Municipalities are required to submit and have approved five-year Capital Investment Plans to access funding through the CCBF;

Therefore, be it Resolved: That the Town of Cornwall approves the Capital Investment Plan discussed at the Committee of Council held September 18, 2024, and attached to this resolution.

Motion Carried 6-0

COC-32-2024 Tranquility Trail Extension – RFP Award

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall issued a Request for Proposal for construction of the Tranquility Trail Extension which is the Tranquility Trail to MacPhail’s Woods Trail Interconnection;

And Whereas: Proposals were received from six vendors, and these proposals were evaluated by WSP, the Town Engineers;

Therefore, be it Resolved: That the Town of Cornwall, pursuant to the recommendation of the

Town's Engineers, hereby award the contract for the Tranquility Trail Extension to the low bidder Twins Landscaping in the amount of \$98,552.69 including HST.

Motion Carried 6-0

COC-33-2024 Audited Financial Statements

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Elaine Barnes**

Whereas: Town Council has reviewed the audited financial statement for the fiscal year ending 2023/24;

And Whereas: The Town auditor MRSB has provided their opinion on the financial statements;

Therefore, be it Resolved: That the Town of Cornwall hereby accepts the audited financial statements for the fiscal year 2023/24 as presented by Michelle Burge from MRSB, and that the statements be posted on the Town of Cornwall website.

Motion Carried 6-0

COC-34-2024 Primrose Point Park/Drainage – RFP Award

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

Whereas; The Town of Cornwall issued a Request for Proposal (RFP) for the Primrose Point Park and Drainage Upgrade project, and only one proposal was received, and that proposal was substantially above the budgeted funds;

And Whereas: Negotiations were held with the bidder on the RFP to attempt to bring the proposal into alignment with the project budget and that effort was not successful;

And Whereas; The scope of the project was altered, and an RFP was reissued, and two proposals were received by the submission deadline of September 18, 2024, and these submissions were evaluated by WSP, the Town's Engineers;

Therefore, be it Resolved: That Town Council, pursuant to the recommendation of the Town's Engineers, hereby award the contract for the Primrose Point Park and Drainage Upgrade project to, the low bidder D&D Landscaping for the total amount of \$195,855.35, including HST.

Motion Carried 6-0

COC-35-2024 Blooming House – Sponsorship Request

Moved by Councillor **Corey Frizzell**

Seconded by Councillor Elaine Barnes

Whereas: Blooming House is preparing for its second annual fundraising event, the Ride for Refuge scheduled for Oct 5th 2024;

And Whereas: These sponsorships will enhance community engagement and demonstrate a commitment to social responsibility;

Therefore, be it Resolved: That the Town of Cornwall hereby sponsor the Ride for Refuge fundraiser as a Community Sponsor for \$500.

Motion Carried 6-0

COC-36-2024 Courageous K-9 – Sponsorship Request

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Whereas: Courageous K-9 is committed to providing support and resources for individuals with disabilities through the training and placement of service dogs;

And Whereas: This publication serves as an important tool for advocacy and fundraising, helping to ensure that more individuals can benefit from the services provided by Courageous Companions;

Therefore, be it Resolved: That the Town Council support Courageous Companions with the purchase of a business card size advertisement for \$319.00 plus HST in the Courageous K-9 magazine.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes - (Draft) September 9, 2024.** Councillor Herlihy reported that the seed packets for the Wildflower Campaign have arrived and are available at Town Hall for pick up.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes – (Draft) September 4, 2024.** Councillor Frizzell provided the following updates:

- Police Chief Brad McConnell was unable to make the meeting but will attend the October CofC meeting to present on the E-Watch program.
 - Consultant Aaron Campbell presented information on adding the Cornerstone Church reception centre to the Town's Emergency Measures Plan. There will be upcoming EMO training available for staff and Council.
 - T-3 ridership was up 4177 for August 2024 over 3201 for August 2023. Year to date is 24765 up from 19034 for 2023.
 - There was discussion on the upcoming resolution for the Forrest Green Criminal Record Checks.
- ii) NRRFD, RCMP, Bylaw, Humane Society, Transit Reports are all included in the package.

b) Resolutions:

Councillor Herlihy brought a motion to the floor seconded by Deputy Mayor MacIsaac to amend Resolution **MES-04-2024** to include a disclaimer that there are also free options available for criminal record checks. The motion passed unanimously.

MES-04-2024 Forrest Green Inc. – Municipal Criminal Records Check (As Amended)

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Elaine Barnes**

Whereas: Forrest Green Solutions is a Canadian web development company specializing in software solutions for police agencies and governmental entities, facilitating online requests for criminal record checks;

And Whereas: Forrest Green Solutions has proposed a no-cost partnership opportunity for the Town of Cornwall, allowing the municipality to offer residents a convenient online option for criminal record checks through the PoliceSolutions.ca platform;

And Whereas: Participation in this program will incur no costs to the Town of Cornwall, while generating revenue based on the number of checks processed, and will improve service delivery to people;

Therefore, be it Resolved: That the Town of Cornwall approves the partnership with Forrest Green Solutions to facilitate online criminal record checks, including the signing of a Memorandum of Understanding (MOU) between Forrest Green, a participating Police Force, and the Town of Cornwall;

Be it Further Resolved: That a disclaimer be added to the Town website to inform residents of the Town of Cornwall that they are eligible for Criminal Record Checks with the local RCMP detachment when presenting valid proof of residency. Residents may contact the Cornwall RCMP detachment for further information.

Motion Carried 6-0

MES-05-2024 Emergency Measures Plan – Addition of Reception/Comfort Centre

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

Whereas: The Town of Cornwall is exploring additional locations for a reception and comfort centre under the Municipal Emergency Measures Plan (EM Plan);

And Whereas: Cornwall Cornerstone Church (Cornerstone) has expressed interest in offering its facility and services for use as a reception/comfort centre during emergencies;

And Whereas: The church is undertaking substantial renovations and expansion to better accommodate these services;

And Whereas: Cornerstone is willing to operate the centre using primarily its own staffing, under the direction of the Town;

And Whereas: Including Cornerstone in the Emergency Measures Plan may enable the Town to assist the facility in securing funding under the provincial Reception Centre Resiliency Fund for necessary upgrades, including showers and an emergency generator;

Therefore, be it Resolved: That the Town of Cornwall approves an amendment to the Emergency Measures Plan to designate Cornerstone as a reception/comfort centre, subject to the facility securing the necessary designations from provincial EMO and the Canadian Red Cross, and entering into a Memorandum of Understanding with the Town.

Motion Carried 6-0

PARKS AND RECREATION

a) Minutes/Reports:

- **Minutes** – (Draft) September 11, 2024
- i) **Manager’s Report** – September 2024

Councillor Stevenson provided the following updates:

- Cornwall Cornfest will take place this weekend with lots of great events for the whole family and everyone is welcome to attend. A complete list can be found in the event flyer online or at various flyer stand locations. Some of the highlight events are Trivia with Greg Lucas, Red Rock Wrestling, Family Fun Day and the ever-popular Celebrity Corn Shucking.
- The kickoff for naming of the new Town Mascot will take place with a suggestion ballot box at various events.
- The Fall Newsletter is now available.
- The new turf with beautiful new end zones at the Terry Fox Sports Complex is now open. The turf will provide great social and economic opportunities.
- The Events Committee is looking at events for the upcoming holiday season.

- Councillor Barnes asked if the new mascot and current costumes will include cooling vests. Councillor Stevenson confirmed that the new costume will have a cooling vest and will inquire about the others.

b) Resolutions:

PR-10-2024 Anti Racism Charter

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: Recreation PEI has recognized that racism in sport is present in PEI and has drafted an Anti-Racism Charter to address the issue;

And Whereas: Recreation PEI has requested that municipalities including the Town of Cornwall sign and adopt the Anti-Racism Charter;

Therefore, be it Resolved: That the Town of Cornwall sign and adopt the Recreation PEI Anti-Racism Charter and draft an action plan to implement the charter.

Motion Carried 6-0

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) Minutes/Reports:

- i) **Public Meeting Minutes** – August 29, 2024
- ii) **Minutes (Draft)** September 4, 2024

b) Resolutions:

PL-25-2024 Bylaw #422G (56 Lakeview Drive) First Reading

Moved by Councillor Jill MacIsaac
Seconded by Councillor Elaine Barnes

Whereas: Council has received an application to rezone 56 Lakeview Drive, being PID 719328, from Single Detached Residential (R1) to Multiple Unit Residential (R4);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an 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”)

And Whereas: The proposed amendment to the designation of said PID 719328 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August

29, 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 #422G, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 6-0

PL-26-2024 Official Plan Amendment (56 Lakeview Drive)

Moved by Councillor Jill MacIsaac
Seconded by Councillor Elaine Barnes

Whereas: Council has received an application to redesignate the Future Land Use of a portion of PID 719328 from Single-detached Residential to Multiple Unit Residential.

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”).

And Whereas: the proposed amendment to the designation of said PID 719328 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 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-2024-03, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Motion Carried 6-0

PL-27-2024 Bylaw #422H (346 York Pt Road) First Reading

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Council has received an application to rezone 346 York Point Road, being PID 248971, from Agricultural Reserve (R1) to Public Service and Institutional (PSI);

And 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”)*

And Whereas: the proposed amendment to the designation of said PID 248971 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 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 #422H, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 6-0

PL-28-2024 Official Plan Amendment (346 York Pt Road)

Moved by Councillor Elaine Barnes
Seconded by Councillor Corey Frizzell

Whereas: Council has received an application to redesignate the Future Land Use of a portion of PID 248971 from Agricultural Reserve to Public Service and Institutional.

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”)*.

And Whereas: the proposed amendment to the designation of said PID 248971 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 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-2024-04, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Motion Carried 6-0

PL-29-2024 Development Concept Amendment – York Pt Meadows (PID 248997)

Moved by Councillor Corey Frizzell

Seconded by Councillor Elaine Barnes

Whereas: The Town received a request to amend the Development Concept for Phase 1 of the York Point Meadows Subdivision, being a portion of PID 248997, from a combination of Single-detached Dwellings and Semi-Detached Dwellings, to also include Townhouse Dwellings.

And Whereas: The Amended Development Concept was presented at a Public Meeting on August 29, 2024.

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 York Point Meadows Subdivision (portion of PID 248997) to include Townhouse Dwellings, subject to the Developer entering into a Subdivision and Development Agreement with the Town.

Motion Carried 6-0

PL-30-2024 Development Concept – Scottsview Meadows Phase 2

Moved by Councillor Steven Campbell

Seconded by Councillor Corey Frizzell

Whereas: The Town received an application to subdivide and develop a portion 1148626 (the “Property”) known as Phase 2 of the Scottsview Meadows Subdivision.

And Whereas: The Development Concept was presented at a Public Meeting on August 29, 2024.

And Whereas: Preliminary Approval is subject to further review and document submissions including but not limited to legal survey plans and engineered drawings, to finalize development and subdivision conditions and grant Final Approval;

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

Therefore, be it Resolved: That Council grant Preliminary Approval of Scottsview Meadows Phase 2, as depicted in the Preliminary Plan of Survey drawing 24038-CP6, prepared by Sandstone Surveying & Engineering and dated August 2, 2024, subject to the Developer entering into a Subdivision Agreement and Development Agreement with the Town.

Motion Carried 6-0

PL-31-2024 Bylaw #422F – Housing Accelerator Fund Initiatives – First Reading

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: Council has undertaken a review of the Town of Cornwall *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) and considered several amendments to the Bylaw.

And Whereas: The proposed amendments to the Bylaw were presented to the public at an open meeting held on August 29, 2024.

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

Therefore, be it Resolved: that Bylaw #422F, a bylaw to amend the Town of Cornwall’s *Zoning and Subdivision Control (Development) Bylaw #422*, is hereby read and approved a first time.

Motion Carried 6-0

PL-32-2024 Official Plan Amendment – Housing Fund Initiatives

Moved by Councillor Elaine Barnes
Seconded by Councillor Corey Frizzell

Whereas: Council has undertaken a review of the Town of Cornwall *2022 Official Plan* (the “Official Plan”) and considered several amendments for the Official Plan;

Whereas: The proposed amendments to the Official Plan were presented to the public at an open meeting held on August 29, 2024.

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

Therefore, be it Resolved: that Official Plan Amendment OPA-2024-02, an amendment to the *2022 Official Plan*, is hereby approved and adopted.

Motion Carried 6-0

PL-33-2024 91 Kingston Road – Variance Denial

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Permits #C-143-23 and #C-158-23 were issued on September 14, 2023, for two (2) Accessory Buildings, both permits were subsequently revoked by the Town's Development Officer for non-compliance. Written Notice of revocation and an order to demolish or remove the structure, dated April 3, 2024, was provided (via email and registered mail) to the Applicant;

And Whereas: The Applicant submitted revised plans for a portion of the Accessory Building to remain and a Variance Application requesting an 8% rear lot line setback variance, in an attempt to bring the development into compliance;

And Whereas: In consideration of the 8% Variance Application and revised plans, the Accessory Building remains non-compliant pursuant to Accessory Buildings & Structures requirements under Section 4.1 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the "Bylaw");

And Whereas: Council has considered the tests for justifying variance approval under Section 21.1.4 of the Bylaw;

And Whereas: Council has considered the criteria for granting variances where the matter is the result of intentional or negligent conduct, or where the difficulty can be remedied in some other reasonable manner under Section 21.1.6 of the Bylaw;

Therefore, be it Resolved: That the Variance Application is denied and that the Accessory Building shall be demolished or removed from the property pursuant to the Notice of Revocation and order to demolish or remove dated April 3, 2024;

And, be it Further Resolved: That should the Accessory Building not be removed from the property by October 31, 2024, the Town of Cornwall Council shall, among any other actions available to the Town at law, authorize Town of Cornwall Administration to issue a *Notice* pursuant to Part VII of the *Property Maintenance Bylaw #221*, 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.

Motion Carried 6-0

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes:** (Draft) August 28, 2024. Councillor Campbell noted that the Committee will meet after tonight's Council meeting.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

- i) **Minutes:** (Draft) August 26, 2024.

b) Resolutions:

U-05-2024 CWWA Board Member

Moved by Councillor Cory Stevenson

Seconded by Councillor Elaine Barnes

Whereas: The Canadian Water and Wastewater Association (CWWA) has a vacancy on its Board of Directors to represent Prince Edward Island. The CWWA Board of Directors has a Director from each Province and Territory plus a representative from each Member Association. Directors of the Board shall be an employee of a Member Utility in the Province they represent and serve a 3-year term;

And Whereas: Doug Longmoore, Infrastructure Manager for the Town of Cornwall, has expressed interest in being nominated to represent Prince Edward Island as a Board Director with the CWWA;

Therefore, be it Resolved: To nominate Doug Longmoore, Infrastructure Manager for Town of Cornwall, an employee of a Member Utility in the jurisdiction (PEI), to become the Director for CWWA for a 3-year term.

Motion Carried 6-0

CORRESPONDENCE

- Councillor Frizzell noted that there has been a lot of tragedy on the Island in the last little while. Last night driving with his son and friends they came across an accident on Highway 2 which was impactful on them. Councillor Frizzell passed on condolences to Brodie Craswell and family and as well to the family of Audrey Godfrey. He expressed what a lovely lady Audrey was.
- Councillor Frizzell noted that the Terry Fox Sports Complex is very near and dear to his heart, and it was an honor to emcee at the new turf opening event. Thanks to Mayor McCourt, Mayor Brown, Councillors Barnes, Campbell, and Stevenson for attending. Mayor McCourt and Mayor Brown did a jersey exchange prior to a great night of games.
- Mayor McCourt expressed sympathy to Audrey Godfrey's family on her passing. Despite her many health challenges, she made the best of everything and was always ready for a chat. Audrey was one of the first postmasters in Cornwall.
- Mayor McCourt thanked organizers and staff for the great Cenotaph Service and reception.
- Councillor Campbell noted that at the Citizens on Patrol family pizza party there were visits from Cpl Pierce and his K9 partner Nitro as well as Cpl. Wiltie and Cst. Robichaud. Children had the opportunity to meet Nitro and check out hard body armor. Thank you to the RCMP for stopping in and for the Town for sponsoring.

- Councillor Campbell reminded everyone that the Eliot River Battery Blitz is happening October 1-31. Eliot River has been a National leader in collecting batteries.
- Councillor Campbell congratulated his parents Betty and Earl Campbell on recently celebrating their 56th Anniversary.

OTHER BUSINESS

IN CAMERA

Per MGA s.119(1)(a)(d), it was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to go in camera at 5:29pm.

The meeting resumed regular session at 6:17pm.

ADJOURNMENT

Meeting was adjourned at 6:18pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
September 18, 2024, 4:30 PM**

Chair **Deputy Mayor Jill MacIsaac**

Present: **Councillor Elaine Barnes
Mayor Minerva McCourt
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Cory Stevenson**

Regrets: **Councillor Judy Herlihy**

Also: **Wendy MacKinnon – Manager of Corporate Services
Lori Bingley – Corporate Services Coordinator
Spencer Hay – Manager of Planning and Development
Doug Longmoore – Manager of Infrastructure**

CALL TO ORDER

Deputy Mayor MacIsaac 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 Frizzell that the agenda be approved as circulated with the following amendment:

- Add (11)(c)(viii) 62 Skyewater Drive, Sunrise Cove.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

August 21, 2024 - It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the minutes of August 21, 2024, be approved as circulated. Councillor Stevenson requested an update on the brain injury awareness event. Manager Kim Meunier will follow up with additional information.

Motion Carried

GUESTS/PRESENTATIONS

Michelle Burge – MRSB: Michelle Burge from MRSB thanked the Town for the opportunity to be the Town's accountants and presented the Audited Financial Statements for the 2023-2024 fiscal year.

FINANCE/ADMINISTRATION

- a) 2023-2024 Audited Financial Statements – it was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution that the Town of Cornwall hereby accepts the audited financial statements for the fiscal year 2023/24 as presented by Michelle Burge from MRSB, and that the statements be posted on the Town of Cornwall website.
- b) Canada Community Building Fund – The Manager of Corporate Services reviewed the five-year plan with council. It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a resolution to approve the Capital Investment Plan as discussed.
- c) Tranquility Trail Extension – RFP Award – Council discussed the construction of the Tranquility Trail Extension, an interconnection to the MacPhail's Woods Trail. It was moved by Councillor Frizzell and seconded by Councillor Stevenson that a resolution be brought forward that the Town of Cornwall, pursuant to the recommendation of the Town's Engineers, hereby award the contract for the Tranquility Trail Extension to the low bidder Twins Landscaping in the amount of \$98,552.69 including HST.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Environment and Sustainability Committee held their monthly meeting on September 9, 2024. The meeting report was included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Municipal and Emergency Services Committee held their monthly meeting on September 4, 2024. The meeting report was included in the package.
 - (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Charlottetown Police Chief Brad MacConnell has been invited to attend the next Municipal and Emergency Services Committee meeting to discuss the E-

Watch Camera system in the city;

c) Requests for Decision

- (i) **Forrest Green – Municipal Criminal Records Check Opportunity:** It was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution to enter into this agreement and that a disclaimer be added to the website to inform residents of the Town of Cornwall, that they are eligible for Criminal Record Checks with the local RCMP detachment when presenting valid proof of residency. Residents may contact the Cornwall RCMP detachment for further information.
- (ii) **Emergency Measures Plan – Cornerstone Church Reception Centre:** Council discussed the need for a reception and comfort center under the Emergency Measures Plan, and Cornerstone Baptist Church expressed interest in offering its facilities and services. It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall approves an amendment to the Emergency Measures Plan to designate Cornerstone as a reception/comfort centre, subject to the facility securing the necessary designations from provincial EMO and the Canadian Red Cross, and entering into a Memorandum of Understanding with the Town.

Motion Carried

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – Parks and Recreation Committee meeting minutes (Draft) from August 14, 2024, were included in the package.
 - (ii) Councillor Stevenson provided the following updates:
 - Cornfest flyer is out with several great events lined up.
 - Councillor Barnes requested the Town look into purchasing inflatables for events instead of renting them.
 - The new mascot logo will be posted on Facebook, and the Town is asking residents to vote on a name for the Mascot.
 - There was a discussion regarding the York Point ballfields, with concerns about lack of parking and concerns regarding safety for participants and spectators.
 - Councillor Stevenson, Chair of Parks and Recreation, was asked to look into cancellations on field rentals – do teams still pay or not?
- b) Information Items – The Just Live Fun Run had many participants, and Council thanked all the volunteers and staff for their help in making this a successful event.
- c) Requests for Decision - Recreation PEI has recognized that racism in sport is present in

PEI and has drafted an Anti-Racism Charter to address the issue. It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution for the Town of Cornwall to sign and adopt the Recreation PEI Anti-Racism Charter and draft an action plan to implement the charter.

PLANNING

- a) Reports/Minutes
 - (i) Public meeting minutes (Draft) from August 20, 2024, were included in the package. It was noted that no additional comments were received since the meeting.
 - (ii) Planning Committee meeting minutes (Draft) from September 4, 2024, were included in the package.

- b) Information Items: Nil

- c) Request for Decision
 - (i) 56 Lakeview Drive Rezoning – Request – It was moved by Councillor MacIsaac and seconded by Councillor Barnes to bring forth a resolution for the Town of Cornwall approve the rezoning application for 56 Lakeview Drive (PID 719328)

 - (ii) 346 York Point Road Rezoning – Request. It was moved by Councillor Frizzell and seconded by Councillor Campbell that a resolution be brought forward for the Town of Cornwall to approve the rezoning application as submitted.

 - (iii) York Point Meadows (PID #248997) Development Concept Amendment Proposal – An application was received to amend the Development Concept for York Point Meadows Subdivision, being a portion of PID #248997. It was moved by Council Frizzell and seconded by Councillor Barnes to bring forth a resolution to grant preliminary approval to amend the Development Concept for Phase 1 of York Point Meadows Subdivision (portion of PID 248997) to include Townhouse Dwellings, subject to the Developer entering into a Subdivision and Development Agreement with the Town.

 - (iv) Scottsview Meadows Phase 2 (PID#246736) Development Concept Plan – it was moved by Councillor Campbell and seconded by Councillor Frizzell that a resolution be brought forward granting Preliminary Approval of Scottsview Meadows Phase 2, as depicted in the Preliminary Plan of Survey drawing 24038-CP6, prepared by Sandstone Surveying & Engineering and dated August 2, 2024, subject to the Developer entering into a Subdivision Agreement and Development Agreement with the Town.

 - (v) Bylaw #422 Amendments – It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forward a resolution that Bylaw #422F, a bylaw to amend the Town of Cornwall’s Zoning and Subdivision Control (Development) Bylaw #422,

be read and approved a first time.

- (vi) 2022 Official Plan Amendments – it was moved by Councillor Barnes and seconded by Councillor Frizzell to bring forth a resolution that the Official Plan Amendment OPA-2024-02, an amendment to the 2022 Official Plan, is hereby approved and adopted.
- (vii) 91 Kingston Road – Variance Application – it was moved by Councillor Frizzell and seconded by Councillor Campbell that should the Accessory Building not be removed from the property by October 31, 2024, the Town of Cornwall Council shall, among any other actions available to the Town at law, authorize Town of Cornwall Administration to issue a *Notice* pursuant to Part VII of the *Property Maintenance Bylaw #221*, 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.
- (viii) 62 Skyewater Drive – Stairwell – it was decided by Council not to bring forward a motion regarding the stairwell.

PUBLIC WORKS

- a) Reports/Minutes
 - (i) Minutes – The Public Works Committee minutes (Draft) from August 28, 2024, were included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes –
 - (i) Minutes – The Water and Sewer Utility Committee minutes (Draft) from August 26, 2024 were included in the package.
- b) Information Item – Nil
- c) Requests for Decisions –
 - (i) CWWA Board Member – it was moved by Councillor Stevenson and seconded by Councillor Barnes to bring forward a resolution to nominate Doug Longmoore, Infrastructure Manager for the Town of Cornwall, an employee of a Member Utility in the jurisdiction (PEI), to become the Director for CWWA for a 3-year term.

CORRESPONDENCE

- a) Sponsorship Request – Blooming House – it was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall sponsor the Ride for Refuge fundraiser as a Community Sponsor for \$500.
- b) Advertising Request – Courageous K-9 – it was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution that the Town of Cornwall support Courageous Companions with the purchase of a business card size advertisement for \$319.00 plus HST in the Courageous K-9 magazine.

The meeting was at the 2.5-hour maximum allotted time, so it was moved by Councillor Stevenson and seconded by Councillor Campbell to extend the meeting.

Motion Carried

IN CAMERA

MGA s.119(1)(b)(d)(e)- It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the meeting would move “in camera” at 7:00 p.m.

Motion Carried

ADJOURNMENT

The meeting resumed in open session at 7:35p.m and was adjourned at 7:35p.m.

Deputy Mayor Jill MacIsaac, Chair

TOWN OF CORNWALL
Comparative Income Statement - Budget to Actuals
As of September 30, 2024

| | Budget 2024-2025 Full Year | Actuals to September 2024 | Budget 6/12 or Applicable Portion |
|-------------------------------------|-------------------------------|------------------------------|--------------------------------------|
| REVENUE | | | |
| CIVIC CENTRE REVENUE | | | |
| Curling Club Rent | 15,525.55 | 0.00 | 0.00 |
| Other Income(Civic Centre Rental) | 3,000.00 | 1,739.99 | 1,500.00 |
| TOTAL: CIVIC CENTRE REVENUE | 18,525.55 | 1,739.99 | 1,500.00 |
| PARKS and RECREATION | | | |
| Recreation Programs - Winter | 43,000.00 | 0.00 | 0.00 |
| Recreation Programs - Fall | 70,000.00 | 36,564.13 | 23,333.33 |
| Recreation Programs - Summer | 140,000.00 | 154,712.60 | 140,000.00 |
| Recreation Programs - Spring | 52,000.00 | 66,556.24 | 52,000.00 |
| Events Revenue | 15,000.00 | 16,694.55 | 7,500.00 |
| Subtotal Programs | 320,000.00 | 274,527.52 | 222,833.33 |
| Sponsorship | 0.00 | 1,595.00 | 0.00 |
| Swimming Lessons | 7,000.00 | 7,609.00 | 7,000.00 |
| Pool Programs | 9,000.00 | 10,464.45 | 9,000.00 |
| Sub-total: Pool | 16,000.00 | 19,668.45 | 16,000.00 |
| Ball Field Rentals | 9,500.00 | 1,147.50 | 7,125.00 |
| Turf Field Rental | 35,000.00 | 24,828.06 | 17,500.00 |
| High Ropes Lease Rental | 3,783.28 | 3,767.66 | 3,783.28 |
| Court Rentals | 4,000.00 | 2,226.67 | 2,000.00 |
| Sub-total: Sport Field Rentals | 52,283.28 | 31,969.89 | 30,408.28 |
| Grants - Recreation | 3,000.00 | 0.00 | 0.00 |
| Grants - Wage Subsidies | 50,000.00 | 56,304.81 | 50,000.00 |
| Grants- Wage Subsidies Maintenance | 35,000.00 | 4,950.18 | 17,500.00 |
| Grants - Recreation Leadership | 5,000.00 | 0.00 | 0.00 |
| Sub-total: Grants | 93,000.00 | 61,254.99 | 67,500.00 |
| Miscellaneous revenue | 0.00 | 0.00 | 0.00 |
| TOTAL PARKS and RECREATION | 481,283.28 | 387,420.85 | 336,741.61 |
| OTHER REVENUE | | | |
| Municipal property taxes | 3,199,712.77 | 1,588,478.16 | 1,599,856.39 |
| Prov Property Tax Credit | 807,991.63 | 417,573.84 | 403,995.82 |
| Payment in Lieu of Taxes (PILT) | 48,000.00 | 0.00 | 24,000.00 |
| Farm Tax Rebate | -4,300.00 | -4,662.20 | -4,300.00 |
| Equalization Grant | 419,028.57 | 228,098.22 | 209,514.29 |
| MCEG Grant | 351,034.29 | 132,383.01 | 175,517.15 |
| Sewer & Water Utility | 100,000.00 | 50,000.00 | 50,000.00 |
| Investment Income | 60,000.00 | 34,633.08 | 30,000.00 |
| Investment Income from CADC | 21,558.06 | 0.00 | 0.00 |
| Building Permits & Subdivision fees | 55,000.00 | 46,342.34 | 27,500.00 |
| Fines | 55,000.00 | 26,918.99 | 27,500.00 |
| Charging Stations | 1,500.00 | 678.36 | 750.00 |
| Miscellaneous Revenue (Bank) | 2,000.00 | 0.00 | 2,000.00 |
| Miscellaneous Revenue (Town Hall) | 3,000.00 | 892.50 | 1,500.00 |

| | | | |
|--------------------------------------|------------------------|------------------------|------------------------|
| Transit | 40,000.00 | 39,889.00 | 40,000.00 |
| Gain on Sale of Assets | 0.00 | 0.00 | 0.00 |
| Government transfer for operations | 0.00 | 359,525.21 | 0.00 |
| Government transfers for capital | 0.00 | 454,100.00 | 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 | 3,374,855.51 | 2,587,833.63 |
| | | | |
| TOTAL REVENUE | \$ 5,659,334.15 | \$ 3,764,016.35 | \$ 2,926,075.25 |
| | | | |
| EXPENSE | | | |
| SALARIES & BENEFITS | | | |
| Salaries - Administration | 238,691.71 | 112,144.05 | 119,345.86 |
| EI Expense | 3,686.61 | 2,213.15 | 2,268.68 |
| CPP Expense | 11,465.53 | 6,919.23 | 7,055.71 |
| WCB Expense | 4,107.59 | 4,068.98 | 4,107.59 |
| Pension Expense | 11,284.59 | 4,744.21 | 5,642.29 |
| Medical Expense | 7,272.75 | 3,346.18 | 3,636.38 |
| Retirement reserve | 4,200.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 280,708.78 | 133,435.80 | 142,056.51 |
| 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 | 20,868.75 | 17,000.00 |
| Meetings/Events/Newsletter | 8,500.00 | 1,347.21 | 4,250.00 |
| Council Honorariums | 66,264.50 | 28,132.26 | 33,132.25 |
| Advertising | 8,500.00 | 1,053.02 | 4,250.00 |
| Debit Machine Charges | 7,000.00 | 6,363.34 | 3,500.00 |
| Donations | 7,500.00 | 2,824.90 | 3,750.00 |
| 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 | 6,685.58 | 7,500.00 |
| Telephone / Fax | 38,000.00 | 18,503.46 | 19,000.00 |
| Training/Development | 5,000.00 | 1,354.83 | 2,500.00 |
| Travel | 2,000.00 | 577.65 | 1,000.00 |
| Miscellaneous - Admin. | 10,000.00 | 7,432.08 | 5,000.00 |
| Staff Fund | 1,500.00 | 1,500.00 | 1,500.00 |
| Interest on Debt Retirement | 79,190.29 | 16,510.89 | 39,595.15 |
| Communities 13 Prop Tax | 11,148.71 | 10,669.92 | 11,148.71 |
| Communities 13 Capital Fund | 16,415.00 | 16,415.00 | 16,415.00 |
| TOTAL ADMINISTRATION | 440,509.37 | 212,291.08 | 242,041.10 |
| 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 | 1,926.25 | 3,000.00 |
| APM Center Rental | 2,500.00 | 918.20 | 625.00 |
| Recreation Programs -Spring Expense | 9,000.00 | 11,154.31 | 9,000.00 |

| | | | |
|-------------------------------------|---------------------|-------------------|-------------------|
| Recreation Programs -Summer Expense | 25,000.00 | 23,232.60 | 25,000.00 |
| Sub-total: Programs | 53,000.00 | 37,231.36 | 37,625.00 |
| BallFields | 8,000.00 | 5,206.28 | 4,000.00 |
| Volleyball/Basketball | 4,000.00 | 0.00 | 0.00 |
| Parks & Rec Equipment Maintenance | 16,000.00 | 4,032.90 | 8,000.00 |
| Parks Property Maintenance | 17,000.00 | 9,282.40 | 8,500.00 |
| Recreation Tools and Supplies | 4,000.00 | 1,188.77 | 2,000.00 |
| Sub-total: Parks Maintenance | 37,000.00 | 14,504.07 | 18,500.00 |
| Recreation Activity Credit | 1,000.00 | 240.00 | 250.00 |
| Events Expense | 46,250.00 | 22,252.13 | 23,125.00 |
| Pool - Chemicals | 6,000.00 | 3,369.77 | 6,000.00 |
| Pool - Propane | 2,200.00 | 1,581.89 | 2,200.00 |
| Pool - Maintenance | 2,000.00 | 1,875.22 | 2,000.00 |
| Pool - Miscellaneous | 400.00 | 0.00 | 400.00 |
| Sub-total: Pool | 10,600.00 | 6,826.88 | 10,600.00 |
| Clubhouse Electricity | 9,000.00 | 3,953.05 | 4,500.00 |
| Clubhouse Heat | 5,500.00 | 1,610.91 | 2,750.00 |
| Clubhouse Maintenance and Repairs | 18,000.00 | 9,955.83 | 9,000.00 |
| Clubhouse Water and Sewer | 1,500.00 | 1,019.91 | 750.00 |
| Subtotal Clubhouse | 34,000.00 | 16,539.70 | 17,000.00 |
| Terry Fox Sports Complex General | 17,200.00 | 2,556.44 | 8,600.00 |
| Ballfield Electricity | 4,100.00 | 3,388.68 | 3,075.00 |
| Turf Field - Electricity | 9,200.00 | 5,396.67 | 6,900.00 |
| Turf Field - Maintenance & Repair | 5,000.00 | 3,493.27 | 2,500.00 |
| Sub-Total Fields | 35,500.00 | 14,835.06 | 21,075.00 |
| Go PEI Grant | 3,000.00 | 936.10 | 1,500.00 |
| Sub-total: Grants | 3,000.00 | 936.10 | 1,500.00 |
| Recreation Training & Development | 5,000.00 | 1,616.42 | 2,500.00 |
| Recreation Travel | 1,500.00 | 287.09 | 750.00 |
| Salaries - Recreation | 854,798.63 | 475,855.21 | 526,029.93 |
| Recreation Benefits | 132,782.27 | 55,659.19 | 66,391.13 |
| Recreation Retirement Reserve | 9,900.00 | 0.00 | 0.00 |
| Subtotal Salaries and Benefits | 997,480.90 | 531,514.40 | 592,421.06 |
| Recreation Tractor | 0.00 | 87.70 | 0.00 |
| Recreation Trailers | 1,000.00 | 12.33 | 500.00 |
| Van | 2,000.00 | 1,056.67 | 1,000.00 |
| 2011 1 ton Ford Truck | 3,000.00 | 927.25 | 1,500.00 |
| 2017 Chevy Silverado Truck | 5,500.00 | 1,916.89 | 2,750.00 |
| 2008 Ford Ranger Truck | 4,000.00 | 269.68 | 2,000.00 |
| 2012 Ford F150 Super Cab | 4,300.00 | 1,895.24 | 2,150.00 |
| 2017 Ford F-150 | 5,500.00 | 453.23 | 2,750.00 |
| ATV | 2,000.00 | 0.00 | 0.00 |
| Sub-total: Recreation Vehicles | 27,300.00 | 6,618.99 | 12,650.00 |
| TOTAL: PARKS AND RECREATION | 1,625,928.94 | 658,608.48 | 741,996.06 |
| 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 | 617.68 | 750.00 |

| | | | |
|-------------------------------------|---------------------|---------------------|-------------------|
| Sub-total Dry Storage Building | 1,500.00 | 617.68 | 750.00 |
| Civic Centre - Electricity | 27,423.79 | 15,054.37 | 13,711.90 |
| Civic Centre - Heat | 10,000.00 | 2,610.81 | 5,000.00 |
| Civic Centre -Maintenance & Repairs | 25,000.00 | 16,961.71 | 12,500.00 |
| Civic Centre - Taxes, sewer & water | 4,839.27 | 11,156.86 | 4,839.27 |
| Sub-total Civic Centre | 67,263.06 | 46,401.43 | 36,051.17 |
| Maint. Building Maint. & Repair | 11,000.00 | 3,180.38 | 5,500.00 |
| Maint. Building Taxes, Water & Sew. | 6,300.00 | 4,861.77 | 3,150.00 |
| Maint. Building Heat | 6,300.00 | 612.77 | 3,150.00 |
| Maint. Building Electricity | 5,282.89 | 2,409.46 | 2,641.45 |
| Maint. Building Subtotal | 28,882.89 | 11,064.38 | 14,441.45 |
| Town Hall Electricity | 23,100.00 | 10,513.26 | 11,550.00 |
| Town Hall Maint. & Repair | 25,000.00 | 12,004.93 | 12,500.00 |
| Town Hall Taxes | 21,000.00 | 24,389.28 | 21,000.00 |
| Town Buildings Amortization | 38,990.54 | 0.00 | 0.00 |
| Subtotal Town Hall | 108,090.54 | 46,907.47 | 45,050.00 |
| TOTAL: TOWN FACILITIES | 279,029.01 | 104,373.28 | 98,292.61 |
| TOWN SERVICES | | | |
| Housing Accelerator Fund | 0.00 | 359,525.21 | 0.00 |
| Animal Control | 12,809.00 | 5,557.61 | 6,404.50 |
| Fire Dues | 482,792.99 | 238,886.00 | 241,396.50 |
| Meals on Wheels | 5,000.00 | 5,000.00 | 5,000.00 |
| Policing Services | 900,000.00 | 459,014.04 | 450,000.00 |
| Citizens on Patrol | 3,000.00 | 900.00 | 1,500.00 |
| Charging Stations | 2,513.83 | 1,108.44 | 1,256.92 |
| Street Lights | 111,100.00 | 51,866.15 | 55,550.00 |
| Transit Expense | 201,876.08 | 87,349.48 | 100,938.04 |
| 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 | 2,057.12 | 5,000.00 |
| Total Town Services | 1,744,091.90 | 1,221,264.05 | 877,045.95 |
| PLANNING | | | |
| Emergency Measures Planning | 12,000.00 | 1,100.00 | 6,000.00 |
| Annual Conference & Membership | 3,000.00 | 200.00 | 1,500.00 |
| 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 | 142,659.75 | 143,879.41 |
| Planning Benefits | 50,749.61 | 23,790.33 | 25,374.81 |
| Planning Retirement Reserve | 2,100.00 | 0.00 | 0.00 |
| Sub-total Salaries & Benefits | 340,608.43 | 166,450.08 | 169,254.22 |
| Planning Travel | 500.00 | 247.72 | 250.00 |
| Planning Vehicle | 3,000.00 | 704.51 | 1,500.00 |
| Planning Vehicle Amortization | 2,432.49 | 0.00 | 0.00 |
| Planning Tools/Equipment | 2,500.00 | 46.20 | 1,250.00 |
| TOTAL: PLANNING | 379,040.92 | 176,035.59 | 187,254.22 |
| 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 | 10,374.82 | 7,500.00 |
| Professional Fees - engineering | 4,000.00 | 1,274.81 | 2,000.00 |
| Professional Fees -- legal | 30,000.00 | 19,197.55 | 15,000.00 |
| Professional Fees - Planning | 5,000.00 | 2,758.49 | 2,500.00 |
| Professional Fees - other | 5,000.00 | 10,451.76 | 5,000.00 |
| Information Technology | 35,000.00 | 28,973.01 | 26,250.00 |
| Engagement | 5,000.00 | 0.00 | 2,500.00 |
| Bylaw Enforcement | 6,240.00 | 2,880.00 | 3,120.00 |
| TOTAL: PROFESSIONAL SERVICES | 120,481.71 | 94,423.38 | 76,870.00 |
| PUBLIC WORKS | | | |
| Amortization - Public Works | 119,546.02 | 0.00 | 0.00 |
| PW Maintenance and repairs | 25,000.00 | 26,349.42 | 12,500.00 |
| Sidewalk Maintenance | 15,000.00 | 0.00 | 7,500.00 |
| Grass Cutting Contract | 26,378.00 | 19,176.00 | 19,783.50 |
| PW Tools and Supplies | 5,000.00 | 5,530.19 | 2,500.00 |
| Custodial Supplies | 10,000.00 | 7,871.73 | 5,000.00 |
| Salaries - Maintenance | 368,557.29 | 175,417.58 | 184,278.65 |
| Maintenance Benefits | 61,438.86 | 25,918.70 | 30,719.43 |
| Salaries-Retirement Reserve | 7,100.00 | 0.00 | 0.00 |
| Sub-total: Salaries & benefits | 437,096.15 | 201,336.28 | 214,998.08 |
| Taxes | 2,022.00 | 1,739.01 | 2,022.00 |
| Tractor & trailer operating | 6,500.00 | 7,220.03 | 6,500.00 |
| Snow Removal Equipment | 12,000.00 | 1,706.12 | 6,000.00 |
| Snow Blower | 500.00 | 0.00 | 250.00 |
| 2015 Chev Silverado | 6,000.00 | -0.94 | 3,000.00 |
| 2015 Lamar Dump Trailer | 0.00 | 19.36 | 0.00 |
| Fuel Tanks - Bulk Fuel | 3,500.00 | 0.00 | 1,750.00 |
| Sub-total: vehicle operating | 28,500.00 | 8,944.57 | 17,500.00 |
| TOTAL: PUBLIC WORKS | 668,542.17 | 270,947.20 | 281,803.58 |
| TOTAL EXPENSE | | | |
| | \$ 5,538,332.81 | \$ 2,866,112.23 | \$ 2,645,360.03 |
| INCOME INCLUDING CAPITAL FUNDING | | | |
| | \$ 121,001.36 | \$ 897,904.12 | \$ 280,715.22 |
| Capital Funded From Operations - Budgeted | 538,719.00 | 168,762.07 | |
| Funds Remaining | -\$ 417,717.65 | \$ 729,142.05 | |
| Amortization Funds | 671,550.48 | 0.00 | |
| Used for Capital Debt Repayment | \$ 245,233.84 | \$ 112,281.21 | |
| Capital Reserve Funding | 426,316.64 | -112,281.21 | |
| Gov't Transfers for Capital | | 454,100.00 | |
| Total Capital Reserve Funding | \$ 8,598.99 | \$ 162,760.84 | |

CORNWALL WATER AND SEWER CORPORATION
Comparative Income Statement - Budget to Actuals

As of September 30, 2024

| | Budget 2024-2025 Full Year | Actuals to September 2024 | Budget 6/12 or Applicable Portion |
|---|---------------------------------------|--------------------------------------|--|
| REVENUE | | | |
| CURRENT REVENUE | | | |
| Rate - Sewer | 931,760.81 | 469,585.93 | 465,880.41 |
| Rate - Water | 863,722.57 | 424,253.99 | 431,861.29 |
| Frontage - Sewer & Water | 9,500.00 | 5,860.89 | 4,750.00 |
| Interest - Sewer & Water | 35,453.21 | 17,848.54 | 17,726.61 |
| Total Sewer & Water Revenues | 1,840,436.59 | 917,549.35 | 920,218.30 |
| Sewer & Water Inspections | 1,000.00 | 665.00 | 500.00 |
| Investment Income | 1,000.00 | 3,688.58 | 500.00 |
| Misc. Income | 1,000.00 | 0.00 | 500.00 |
| 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 | 60,949.58 | 215,129.50 |
| TOTAL OTHER REVENUE | 453,259.00 | 65,303.16 | 216,629.50 |
| TOTAL REVENUE | \$ 2,293,695.59 | \$ 982,852.51 | \$ 1,136,847.80 |
| EXPENSE | | | |
| ADMINISTRATION | | | |
| Administrative Fee | 100,000.00 | 50,000.00 | 50,000.00 |
| Council Honorarium Allocations | 33,000.00 | 13,856.18 | 16,500.00 |
| Salaries | 481,420.12 | 213,843.38 | 240,710.06 |
| Benefits | 77,042.79 | 40,316.59 | 38,521.40 |
| Amortization | 615,000.00 | 0.00 | 0.00 |
| Amortization - Intangible Assets | 4,200.00 | 0.00 | 0.00 |
| Debit Machine Charges | 7,000.00 | 3,512.26 | 3,500.00 |
| Insurance | 60,000.00 | 62,874.16 | 60,000.00 |
| Memberships | 1,500.00 | 0.00 | 750.00 |
| Equipment | 4,500.00 | 3,186.70 | 2,250.00 |
| Interest on Debt Retirement | 179,893.01 | 63,623.45 | 89,946.51 |
| Sewer Maintenance | 45,000.00 | 13,898.03 | 22,500.00 |
| Lagoon Maintenance | 15,000.00 | 3,354.05 | 7,500.00 |
| Water Maintenance | 50,000.00 | 29,873.21 | 25,000.00 |
| Water Conservation Program | 5,000.00 | 0.00 | 2,500.00 |
| Water tests & Inspections | 18,000.00 | 16,207.60 | 9,000.00 |
| Water School | 10,000.00 | 3,886.00 | 5,000.00 |
| Property Taxes | 4,500.00 | 4,573.42 | 4,500.00 |
| Power - Sewer | 109,390.11 | 55,942.34 | 54,695.06 |
| Power - Water | 89,769.64 | 37,392.12 | 44,884.82 |
| Sub-total: Power | 199,159.75 | 93,334.46 | 99,579.88 |
| Uniforms | 2,500.00 | 1,415.40 | 1,250.00 |
| Office Supplies | 5,500.00 | 3,515.45 | 2,750.00 |
| Postage | 13,000.00 | 3,156.12 | 6,500.00 |

| | | | |
|---|------------------------|----------------------|----------------------|
| Professional Fees -audit/accounting | 11,000.00 | 7,150.00 | 8,250.00 |
| Professional fees - legal | 2,000.00 | 1,925.44 | 1,000.00 |
| Professional fees - engineering | 9,000.00 | 0.00 | 4,500.00 |
| Professional fees - other | 2,000.00 | 0.00 | 1,000.00 |
| Information Technology | 12,000.00 | 6,358.36 | 6,000.00 |
| Professional fees - subtotal | 36,000.00 | 15,433.80 | 20,750.00 |
| Training & Development | 7,500.00 | 11,482.70 | 7,500.00 |
| Telephone & Pager | 6,500.00 | 3,093.12 | 3,250.00 |
| 2017 GMC Sierra | 5,000.00 | 2,999.77 | 2,500.00 |
| 2008 Victor Cargo Trailer | 500.00 | 432.09 | 250.00 |
| 2012 Blower | 500.00 | 0.00 | 250.00 |
| 2012 Bushhog | 500.00 | 0.00 | 250.00 |
| 2008 4X4Chev Truck(purch. 2013) | 13,000.00 | 838.07 | 6,500.00 |
| 2018 Ram Truck | 7,500.00 | 1,812.09 | 3,750.00 |
| 2014 Magnum Mobile Generator | 2,700.00 | 2,839.73 | 1,350.00 |
| Subtotal Vehicles | 29,700.00 | 8,921.75 | 14,850.00 |
| Fuel Tanks - Bulk Fuel | 3,500.00 | 5,522.24 | 1,750.00 |
| TOTAL ADMINISTRATION | 2,014,415.67 | 668,880.07 | 736,357.84 |
| | | | |
| TOTAL EXPENSE | \$ 2,014,415.67 | \$ 668,880.07 | \$ 736,357.84 |
| | | | |
| INCOME INCLUDING CAPITAL FUNDING | \$ 279,279.92 | \$ 313,972.44 | \$ 400,489.96 |
| Capital Funded From Operations - Budgeted | 518,400.00 | 253,871.84 | |
| Funds Remaining | -\$ 239,120.08 | \$ 60,100.60 | |
| Amortization Funds | 619,200.00 | 0.00 | |
| Used for Capital Debt Repayment | 366,710.23 | 129,006.91 | |
| Capital Reserve Funding | 252,489.77 | 129,006.91 | |
| Gov't Transfers for Capital | | 0.00 | |
| Total Capital Reserve Funding | 13,369.69 | - 68,906.31 | |



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-37-2024 TFSC/Civic Centre Loan Renewal

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town of Cornwall obtained a loan from the National Bank of Canada in 2012 for \$1,500,000 to finance the Town's share of renovations at the Cornwall Civic Centre and the completion of facilities at the Terry Fox Sports Centre;

And Whereas: This loan is now due for renewal and the National Bank has offered to renew the loan with a remaining balance of \$734,476 at an annual interest rate of 4.10% on a one year term with a remaining amortization of seven years;

And Whereas: Town of Cornwall Administration has surveyed other options regarding interest rates on similar loan products and are satisfied with this credit arrangement and will seek to lock in a longer term at renewal, as it is anticipated the interest rate environment will continue to become more favourable;

Therefore, be it Resolved: That the Town Cornwall renew this current loan for a one year term with the National Bank of Canada at an interest rate of 4.10%.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-38-2024 Operating Lines of Credit Renewal

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town of Cornwall has an Operating Line of Credit (LOC) for the Town general operating account of \$1,000,000 and the Water and Sewer Utility operating account for \$550,000 and these LOCs must be approved on an annual basis;

And Whereas: The interest rate on the LOCs is National bank of Canada Prime Rate less 0.75% and the National Bank has offered to renew the LOCs at the same rate;

Therefore, be it Resolved: That the Town of Cornwall renew the LOCs with the National Bank of Canada at an interest rate of Prime less 0.75%.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-39-2024 Utility Demand Loan Renewal

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town of Cornwall Water and Sewer Utility has a demand loan with the National Bank of Canada, which has been used as bridge financing for various utility projects such as the NR Lagoon Berm Repair, the Main Street Water Main Upsizing project and the New Wellfield project;

And Whereas: The original authorized amount of the loan was \$2,614,244 and the current balance is \$1,766,800 and the interest rate on the loan is the National Bank of Canada Prime less 0.75%;

And Whereas: The Utility is currently undertaking the New Water Tower project at a cost of \$4,061,227 which is 73% funded through the Investing in Canada Infrastructure Program (ICIP) but will require bridge financing and it is anticipated that the Utility will be undertaking service installation initiatives in the next construction season under various funding programs which will also require bridge financing;

And Whereas: It is desirable to renew and increase the overall limit of this credit facility to \$3,000,000 ensure these project requirements can be met, and such increase will not cause Cornwall to exceed its statutory debt limit, and The National Bank of Canada has offered to renew the demand loan and facilitate the increased amount authorized under the loan at the rate of National Bank of Canada Prime less 0.75%;

Therefore, be it Resolved: That the Town Cornwall renew the existing demand loan and increase the overall amount available under it to \$3,000,000.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-40-2024 Council Remuneration 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 accept the proposal from Jack Novak, retired professor of local government and adjunct professor in the School of Public Administration at Dalhousie University, to conduct a council remuneration study pursuant to section 10 of the Town of Cornwall *Council Remuneration and Expenses Bylaw #2202-02* at a cost of \$13,950 exclusive of HST.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-41-2024 PEI Women's Institute Festive Country Christmas

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Judy Herlihy**

Whereas: The PEI Women's Institute has been creating positive change in Island communities since 1911 and the Town of Cornwall desires to support this group in its fundraising initiatives including the 2024 Festive Country Christmas Gala Dinner and Yuletide Auction with proceeds in support of the Queen Elizabeth Hospital;

Therefore, be it Resolved: That the Town of Cornwall purchase two tickets to the 2024 Festive Country Christmas Gala Dinner and Yuletide Auction at the cost of \$125.00 each.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-42-2024 International Men's Day

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: International Men's Day, which celebrates the positive value men bring to the world, their families and communities, is November 19, 2024;

And Whereas: International Men's Day is an opportunity for people everywhere of goodwill to appreciate and celebrate the men in their lives and the contribution they make to society for the greater good of all;

And Whereas: The Town of Cornwall values the positive contributions men, and all people, make to our community;

Therefore, be it Resolved: That Tuesday November 19, 2024 is declared International Men's Day in the Town of Cornwall Prince Edward Island.



About IMD

International Men's Day (IMD) is a global celebration of men and boys, held annually on November 19th. It is a day to recognize the contributions of men and boys to society and to address the social issues that they face. IMD is a great opportunity to take part in a global conversation about manhood, masculinity and men's issues by:

[Home](#) [About](#)

Why we have an International Men's Day

Some people ask why we need an International Men's Day (IMD)? In Australia, IMD is a great opportunity to take part in a global conversation about manhood, masculinity and men's issues by:

- Highlighting some of the social issues that men and boys face
- Highlighting some of the social issues that men and boys face
- Making a difference for the men and boys in your community
- Celebrating men and boys in all their diversity
- Having some serious fun in the process

This year, International Men's Day will be held on Tuesday 19 November 2024, though many people will hold their activities and celebrations before or after the main event.



Isn't every day International Men's Day?

International Men's Day is held annually on 19 November. It is an opportunity to celebrate men and boys in all their diversity.

Many people also use the day to highlight some of the key social issues that men and boys around the world face. In Australia, these "men's issues" include the fact that:

- 3 out of 4 suicides are men
- 2 out of 3 violent deaths are men
- Men die 6 years younger than women on average
- Boys underperform girls at every stage of education
- Dads who want to be more involved in their children's lives face a range of barriers

Despite the overwhelming evidence that men and boys face a range of issues related to their physical, mental and social health and wellbeing, many people still persist in promoting a range of rigid gender stereotypes and clichés like:

- "Man Up"
- "Boys don't cry"
- "Men and boys don't need help" and
- "Every day is International Men's Day"

How to take part in International Men's Day

This year, International Men's Day will be held on Tuesday November 19 2024, although many people will hold their activities and celebrations before or after the main event.

Everyone can take part in International Men's Day:

- You can set up an event yourself and promote it on our [events calendar](#)
- You can use the events calendar to find an event to attend
- You can use some of [our resources](#) to get involved in the International Men's Day conversation online
- You can give a talk about men using our [KNOW YOUR MAN FACTS presentation toolkits](#).
- You can use the hashtag [#HealthyMen](#)





Is International Men's Day really for everyone?

Everyone is welcome to celebrate International Men's Day on Tuesday 19 November 2024.

International Men's Day recognises that there are a broad variety of laws, values and viewpoints around the world that affect men and boys in different countries, in different ways. There is also a diversity of opinions about those laws, values and viewpoints, which are held by people of different genders and gender identities throughout the world.

International Men's Day places a focus on that which unites humanity, giving everyone who wants to celebrate International Men's Day the opportunity to work together towards the day's six key objectives, which apply equally to all males irrespective of their age, ability, social background, legal status, race, beliefs, sexual orientation or gender identity.

It doesn't matter who you are, every individual is free to celebrate International Men's Day

Six objectives of International Men's Day

There are wide variety of ways you can mark International Men's Day on Tuesday 19 November 2024. As a general rule, the majority of celebrations share one or more of the following objectives:

- Valuing male role models
- Acknowledging the contribution of men and boys
- Improving male health
- Tackling discrimination and disadvantage
- Fostering positive gender relations
- Making the world a safer place for everyone



international
MEN'S DAY



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development@amhf.org.au

PO Box A647, Sydney South, NSW 1235

0419 319 140

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**TOWN OF CORNWALL
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE
Wednesday, October 2, 2024, at 4:30pm**

Attendance: Corey Frizzell (Chair), Mayor Minerva McCourt, Elaine Barnes
Staff: Kevin Coady (CAO) and Emma Hicks (Clerk)
Regrets: Judy Herlihy
Others: Stephen Campbell

1. CALL TO ORDER

Councillor Frizzell chaired the meeting which was called to order at 4:32pm

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

Councillor Barnes requested the addition of Occupational Health & Safety Discussion as item 8(b). It was moved by Councillor Barnes and seconded by Mayor McCourt that the Agenda be approved as amended.

CARRIED

4. APPROVAL OF THE MINUTES

It was moved by Councillor Barnes and seconded by Mayor McCourt that the Minutes of September 4, 2024, be approved as read.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. PRESENTATIONS

a. T3 Transit – Mike Cassidy

Mr. Cassidy attended the meeting to discuss transit with the Committee. Mr. Cassidy explained that ridership numbers for September have plateaued; there are not as many student riders this September as in previous years. He explained that the routes have serviced ridership in those areas to the full extent, and not seeing the ridership numbers increase this month as in previous years. The Committee discussed that upcoming development in Town could help increase ridership numbers in the future.

Mr. Cassidy advised that municipalities need to decide if they will keep the existing entrepreneurial agreement model, or a contract model where the municipalities advise T3 what routes and where, decide number of service hours, the municipality pays a fee per hour, and the municipality keeps the fare box. CAO Coady commented on a hybrid model between entrepreneurial and contract. Mr. Cassidy commented that a hybrid model would allow any surplus fare box money to be reinvested by the Town into transit services.

Councillor Frizzell commented that the Committee still wants to see more transit routes within Town, and asked Mr. Cassidy to provide information on potential routes with more frequency. Mr. Cassidy explained that it would consist of bringing in an additional bus running 7am-7pm, with hourly service. The route may consist of a bus running on one side of Town looping down at the Independent and another running on the opposite side of Town also connecting down by the Independent. Mr. Cassidy estimated the cost may be approximately \$435,000-\$500,000 to run the existing and extra route and bus, and T3 would keep the fare box. Councillor Campbell asked if there would be other intra-route options for less cost, and Councillor Barnes expressed concern that the busses may be running empty at that cost. The Committee discussed that this would have to be a 2025 Budget item discussion with Council. Councillor Frizzell requested that Mr. Cassidy prepare a proposal for the additional bus and routes with a cost estimate.

Mr. Cassidy exited chambers at 5:45pm

7. REPORTS: (No reports received as of date of meeting)

- a. T3 Transit: no comment
- b. North River Fire Department: no comment
- c. RCMP: no comment.
- d. Bylaw Enforcement: no comment.
- e. Animal Control: no comment.

8. ITEMS FOR DISCUSSION

a. Noise and Nuisance Bylaw Development

Town Staff and Councillors have received concerns about noise coming from the Business Park. Staff have reviewed the matter and concluded that there is noise coming from the business park, however it is within the scope of work of the businesses that are operating within the park. CAO Coady advised that a noise and nuisance bylaw would be difficult to enforce, and is seeking a legal opinion. This item will be forwarded to the Committee of Council for consideration.

b. Occupational Health & Safety Discussion

Councillor Barnes asked if staff Occupational Health and Safety Committee items can be reviewed at the Committee, and if there is council representative on the OHS Committee. CAO Coady advised that council representation is not required, however councillors have attended meetings on their own accord in the past and can again if so desired.

9. IN CAMERA MGA s.119

NIL

10. OTHER BUSINESS

NIL

11. ADJOURNMENT:

The meeting was adjourned at 6:05pm.

COREY FRIZZELL, Chair
Councillor

KEVIN COADY
Chief Administrative Officer

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: October 8, 2024 2:57 PM
To: Kevin Coady; Jeremy Pierce; Jeremy Crosby; Keenan, Anna; Corkum-Gorrill, Jessika; MacEwen, Richard
Subject: September Ridership Update

Hello All,

Since coming out of the pandemic and the introduction of the discounted fares, your transit systems have experienced significant ridership growth in September of each calendar year. The ridership levels we hit in September each year, with people going back to school and work, have always given us the approximation of what the ridership will look like for the next 12 months.

For September 2022 and 2023, we experienced year over year growth between 45-65%. The increases from September 2022 to September 2023 were as follows: Charlottetown from 92,171 to 137,259, Cornwall from 2,271 to 3,492 and Stratford from 4,601 to 6,582.

This September, we were prepared and expecting to see another significant bump in ridership, thinking we would see a few days of 7,000 passenger fares in Charlottetown compared to last year's record of 6,563. However, the bump never came. Charlottetown's ridership was consistently over 6,000 passenger fares per day but at the end of the month we were only up 2.8%, Stratford's ridership was up 7% and Cornwall's ridership was down 169 passenger fares or -4.8%.

It is our feeling, September's year over year increase is representative of a maturing transit system and we expect our monthly ridership growth to be in this single digit range going forward. While there are a lot of transit systems, that would be very happy with this type of growth, it is not what we have experienced in recent years. As we discuss what the individual systems are going to look like going forward, we wanted to share our thoughts on what we are currently seeing with ridership trends.

Thank you and look forward to seeing everyone on Thursday.

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 | maritimebus.com



CORNWALL RIDERSHIP - SEPTEMBER 2024

| Date | Day | Values | | | | Sum of Cornwall Ridership |
|--------------------|-----|-------------------|--------------------|----------------------|----------------------|---------------------------|
| | | Sum of Cornwall U | Sum of Cornwall US | Sum of Cornwall Offs | Sum of Cornwall Offs | |
| 09/01/2024 | Sun | | | | | 0 |
| 09/02/2024 | Mon | 81 | 35 | 59 | 21 | 0 |
| 09/03/2024 | Tue | 81 | 19 | 63 | 11 | 196 |
| 09/04/2024 | Wed | 81 | 12 | 78 | 2 | 174 |
| 09/05/2024 | Thu | 65 | 7 | 79 | 2 | 157 |
| 09/06/2024 | Fri | 70 | 13 | 18 | 1 | 158 |
| 09/07/2024 | Sat | 21 | | | | 53 |
| 09/08/2024 | Sun | | | | | 0 |
| 09/09/2024 | Mon | 81 | 3 | 68 | 2 | 154 |
| 09/10/2024 | Tue | 84 | 4 | 73 | 3 | 164 |
| 09/11/2024 | Wed | 77 | 10 | 51 | 4 | 142 |
| 09/12/2024 | Thu | 73 | 10 | 59 | 2 | 144 |
| 09/13/2024 | Fri | 67 | 4 | 56 | 5 | 132 |
| 09/14/2024 | Sat | 24 | 7 | 26 | 4 | 61 |
| 09/15/2024 | Sun | | | | | 0 |
| 09/16/2024 | Mon | 61 | 8 | 69 | 7 | 145 |
| 09/17/2024 | Tue | 78 | 6 | 81 | 5 | 170 |
| 09/18/2024 | Wed | 79 | 6 | 70 | 3 | 158 |
| 09/19/2024 | Thu | 75 | 5 | 87 | 2 | 169 |
| 09/20/2024 | Fri | 71 | 7 | 51 | 5 | 134 |
| 09/21/2024 | Sat | 25 | 10 | 21 | 4 | 60 |
| 09/22/2024 | Sun | | | | | 0 |
| 09/23/2024 | Mon | 76 | 11 | 70 | 5 | 162 |
| 09/24/2024 | Tue | 79 | 6 | 68 | 5 | 156 |
| 09/25/2024 | Wed | 85 | 4 | 89 | 4 | 182 |
| 09/26/2024 | Thu | 82 | 3 | 79 | 4 | 168 |
| 09/27/2024 | Fri | 70 | 6 | 55 | 2 | 133 |
| 09/28/2024 | Sat | 40 | 7 | 27 | 13 | 87 |
| 09/29/2024 | Sun | | | | | 0 |
| 09/30/2024 | Mon | 25 | 6 | 30 | 1 | 62 |
| 10/01/2024 | Tue | | | | | 0 |
| Grand Total | | 1,570 | 209 | 1,427 | 117 | 3323 |

Route # (All)
CORNWALL RIDERSHIP - SEPTEMBER 2024

| Day | Values | | Sum of Cornwall Ridership |
|--------------------|------------|--------|---------------------------|
| | Non Paying | Paying | |
| Sun | 0 | | 0 |
| Mon | 523 | | 523 |
| Tue | 688 | | 688 |
| Wed | 656 | | 656 |
| Thu | 638 | | 638 |
| Fri | 557 | | 557 |
| Sat | 261 | | 261 |
| Grand Total | | | 3323 |

| | 2024 | 2023 | 2022 |
|------------------------|--------------|--------------|--------------|
| Total Ridership | 3,323 | 3,492 | 2,271 |
| Monday - Friday | 3,052 | 3,213 | 2,105 |
| Paying | - | 20 | 21 |
| Non - Paying | 20 | 20 | 21 |
| Working Days | 153 | 161 | 100 |
| Average | 153 | 161 | 100 |
| Saturday | 261 | 279 | 166 |
| Paying | - | 0 | - |
| Non - Paying | 4 | 5 | 4 |
| Working Days | 65 | 55.8 | 42 |
| Average | 65 | 55.8 | 42 |

CORNWALL RIDERSHIP - SEPTEMBER 2023

| Date | Day | Sum of Cornwall (Sum of Cornwall Ups | Sum of Cornwall Offs | Sum of Cornwall Offs | Sum of Cornwall Ridership |
|--------------------|-----|--------------------------------------|----------------------|----------------------|---------------------------|
| 09/01/2023 | Fri | 56 | 10 | 59 | 132 |
| 09/02/2023 | Sat | 25 | 3 | 27 | 60 |
| 09/03/2023 | Sun | | | | 0 |
| 09/04/2023 | Mon | | | | 0 |
| 09/05/2023 | Tue | 82 | 20 | 71 | 182 |
| 09/06/2023 | Wed | 79 | 17 | 76 | 175 |
| 09/07/2023 | Thu | 63 | 14 | 77 | 167 |
| 09/08/2023 | Fri | 71 | 3 | 82 | 157 |
| 09/09/2023 | Sat | 31 | 6 | 28 | 68 |
| 09/10/2023 | Sun | | | | 0 |
| 09/11/2023 | Mon | 61 | 3 | 73 | 142 |
| 09/12/2023 | Tue | 82 | 2 | 81 | 169 |
| 09/13/2023 | Wed | 71 | 5 | 77 | 161 |
| 09/14/2023 | Thu | 80 | 4 | 72 | 157 |
| 09/15/2023 | Fri | 79 | 4 | 75 | 161 |
| 09/16/2023 | Sat | 15 | | 10 | 27 |
| 09/17/2023 | Sun | | | | 0 |
| 09/18/2023 | Mon | 90 | 15 | 70 | 183 |
| 09/19/2023 | Tue | 69 | 5 | 70 | 153 |
| 09/20/2023 | Wed | 59 | 3 | 54 | 117 |
| 09/21/2023 | Thu | 61 | 5 | 74 | 141 |
| 09/22/2023 | Fri | 75 | 10 | 77 | 170 |
| 09/23/2023 | Sat | 42 | 12 | 19 | 76 |
| 09/24/2023 | Sun | | | | 0 |
| 09/25/2023 | Mon | 68 | 7 | 85 | 162 |
| 09/26/2023 | Tue | 82 | 3 | 91 | 177 |
| 09/27/2023 | Wed | 87 | 5 | 87 | 185 |
| 09/28/2023 | Thu | 89 | 5 | 70 | 172 |
| 09/29/2023 | Fri | 68 | 10 | 66 | 150 |
| 09/30/2023 | Sat | 26 | 4 | 17 | 48 |
| 10/01/2023 | Sun | | | | 0 |
| Grand Total | | 1,611 | 175 | 1,588 | 3,492 |

Handwritten signature: L. B. 10/23

Route #
CORNWALL RIDERSHIP - SEPTEMBER 2023

(All)
Values
Sum of Cornwall
Non Paying Ridership

| Day | Sum of Cornwall |
|--------------------|-----------------|
| Sun | 0 |
| Mon | 487 |
| Tue | 681 |
| Wed | 638 |
| Thu | 637 |
| Fri | 770 |
| Sat | 279 |
| Grand Total | 3,492 |

| | 2023 | 2022 | 2021 |
|------------------------|--------------|--------------|--------------|
| Total Ridership | 3,492 | 2,271 | 1,576 |
| Monday - Friday | 3,213 | 2,105 | 1,409 |
| Paying | - | - | 25 |
| Non - Paying | 20 | 21 | 21 |
| Working Days | 161 | 100 | 68 |
| Average | | | |
| Saturday | 279 | 166 | 140 |
| Paying | - | - | 2 |
| Non - Paying | 5 | 4 | 4 |
| Working Days | 56 | 42 | 36 |
| Average | | | |

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

September 2024



| Call Type | Number |
|-------------------------|--------|
| Fire Alarms | 5 |
| Medical First Responder | 1 |
| Motor Vehicle Collision | 1 |
| Outside Fire - Brush | 1 |
| Appliance 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) | 10 (48) |
| August | 6 (45) | 8 (52) | 8 (52) | 7 (74) | 12 (60) |
| September | 5 (50) | 7 (59) | 12 (64) | 12 (86) | 9 (69) |
| 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 Collisions | 17 | 12 | 16 | 14 | 12 |
| Misc. Fire type calls | 7 | 17 | 28 | 16 | 10 |
| Fire Alarms | 15 | 22 | 19 | 31 | 22 |
| Medical First Responder | 11 | 10 | 19 | 29 | 20 |
| Carbon Monoxide Alarms | 4 | 1 | 3 | 2 | 1 |
| Structure Fires | 1 | 1 | 1 | 2 | |
| Vehicle Fires | 2 | 2 | 1 | 1 | 2 |
| Water Rescue | 1 | 3 | 0 | 0 | |
| Off-Road Rescue | 0 | 0 | 1 | 0 | |
| Ice Rescue | 0 | 0 | 0 | 0 | 1 |



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

UNCLASSIFIED

Current as of: 2024-10-09

| Occurrence Type and Sub-Type | Target Month | | | Year to Month | | |
|--------------------------------|--------------|----------|----------|---------------|------|------|
| | Sep 2024 | Sep 2023 | Sep 2022 | 2024 | 2023 | 2022 |
| Crimes Against Persons | | | | | | |
| Offences Related to Death | 0 | 0 | 0 | 0 | 0 | 0 |
| Sexual Offences | 2 | 1 | 1 | 7 | 12 | 8 |
| Assault | 2 | 3 | 0 | 23 | 28 | 19 |
| Kidnapping/Hostage/Abduction | 0 | 1 | 0 | 0 | 1 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 1 | 0 |
| Extortion / Intimidation | 0 | 0 | 0 | 1 | 2 | 0 |
| Criminal Harassment | 1 | 0 | 1 | 6 | 5 | 10 |
| Indecent Harassing Comm. | 1 | 0 | 1 | 27 | 7 | 24 |
| Uttering Threats | 1 | 1 | 1 | 13 | 12 | 10 |
| Property Crime | | | | | | |
| Arson | 0 | 0 | 0 | 1 | 1 | 0 |
| Break and Enter | 1 | 2 | 1 | 5 | 14 | 4 |
| Unlawfully in a Dwelling House | 0 | 0 | 0 | 1 | 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 | 4 | 2 | 0 |
| Take MV w/o Consent | 0 | 0 | 0 | 0 | 1 | 0 |
| Theft Under | 3 | 8 | 3 | 24 | 33 | 39 |
| Shoplifting | 0 | 1 | 0 | 3 | 4 | 1 |
| Theft (mail, bicycle, et al) | 0 | 0 | 0 | 1 | 1 | 2 |
| Theft from Motor Vehicle | 0 | 0 | 0 | 5 | 10 | 4 |
| Possession of Stolen Goods | 0 | 0 | 0 | 1 | 2 | 2 |
| Fraud | 2 | 0 | 3 | 25 | 23 | 17 |
| Identity Theft | 0 | 0 | 0 | 0 | 1 | 0 |
| Mischief | 15 | 15 | 11 | 82 | 109 | 72 |
| Drug Enforcement | | | | | | |
| Possession | 0 | 0 | 0 | 3 | 0 | 0 |
| Trafficking | 2 | 0 | 0 | 2 | 5 | 0 |
| Import/Export | 0 | 0 | 0 | 0 | 0 | 0 |
| Production | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 2 | 0 | 10 | 7 | 3 |
| Traffic | | | | | | |
| Dangerous Op of MV | 0 | 2 | 0 | 0 | 5 | 2 |
| Impaired by Alcohol | 3 | 5 | 3 | 13 | 15 | 20 |
| Impaired by Alcohol & Drug | 1 | 0 | 0 | 3 | 1 | 1 |
| Impaired by Drug | 0 | 2 | 0 | 8 | 15 | 8 |
| Failure/Refusal | 0 | 0 | 0 | 1 | 3 | 2 |
| Driving while Disqualified | 2 | 0 | 0 | 10 | 11 | 8 |
| Fail to Stop or Remain | 1 | 0 | 1 | 4 | 3 | 1 |

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

Prepared by: Gary McCormick, Crime Analyst (gary.mccormick@cpccornwall.gov.uk)



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

UNCLASSIFIED

Current as of: 2024-10-09

| Occurrence Type | 2024 | 2023 | 2022 | 2024 | 2023 | 2022 |
|--|------------|------------|------------|--------------|--------------|--------------|
| Seatbelt Violation | 0 | 1 | 2 | 5 | 4 | 15 |
| Intersection Violation | 0 | 0 | 0 | 5 | 4 | 8 |
| Speeding Violation | 35 | 8 | 25 | 283 | 117 | 215 |
| Insurance Violation | 0 | 0 | 0 | 0 | 0 | 0 |
| Road Side Suspension (Alcohol) | 1 | 0 | 0 | 4 | 3 | 1 |
| Road Side Suspension (Drug) | 0 | 0 | 0 | 0 | 0 | 2 |
| Collision - Fatal | 0 | 0 | 0 | 0 | 0 | 0 |
| Collision - Non - Fatal Injury | 1 | 0 | 0 | 7 | 3 | 0 |
| Collision - Reportable | 1 | 2 | 1 | 20 | 32 | 21 |
| Collision - Non Reportable | 2 | 4 | 1 | 21 | 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 | 39 | 37 | 31 | 328 | 462 | 325 |
| Other Traffic Related Duties | 13 | 0 | 0 | 78 | 2 | 2 |
| Checkstop | 2 | 0 | 0 | 20 | 7 | 7 |
| Other | | | | | | |
| 911 Call | 3 | 2 | 3 | 22 | 46 | 30 |
| Breach of Court Order | 2 | 1 | 1 | 19 | 9 | 10 |
| Liquor Act | 3 | 1 | 0 | 4 | 9 | 8 |
| Mental Health Act | 2 | 10 | 0 | 62 | 48 | 56 |
| Missing Person | 3 | 0 | 0 | 9 | 9 | 7 |
| Municipal Bylaw - Other | 0 | 0 | 0 | 0 | 3 | 6 |
| ¹ Other | 53 | 23 | 37 | 278 | 289 | 341 |
| Suspicious P V P | 1 | 1 | 7 | 1 | 23 | 53 |
| Trespass At Night | 0 | 0 | 0 | 5 | 1 | 1 |
| Total Founded & SUI Occurrences | 198 | 133 | 134 | 1,455 | 1,446 | 1,409 |
| Total Occurrences* | 213 | 151 | 140 | 1,555 | 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)



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BCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Monthly Report September 2024 Town of Cornwall

Greg McCormick, Intelligence Analyst
L Division Criminal Analysis Section
October 9, 2024



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

- Persons crimes accounted for seven occurrences in September, down from last month and the same as last September.
- The 21 property crimes recorded were consistent with last month (21) and last year (26). Fifteen mischief occurrences were reported, four of which involved the same players at the same address. There were two frauds, one involving the Bell phone scam and the other a bogus Facebook house rental.
- Two drug enforcement occurrences were recorded, both involving drugs and drug paraphernalia being turned in for destruction.
- Traffic offences increased over last year by 32 occurrences to 101. A total of 35 speeding violations were addressed, with another 39 other traffic violations and offences recorded. There were four impaired driving occurrences reported, three by alcohol, the other by drugs and alcohol, the latter resulting in charges being recommended. Two checkpoints were documented in September.
- Overall, September saw 213 occurrences recorded with 198 of these founded or still under investigation. These numbers are higher than last month (187 occurrences with 172 founded/SUI) and higher than September 2023, with 151 occurrences and 133 founded/SUI.

Community Policing

Policing Initiatives

- September 18th - Cpl. Paynter attended the citizens on patrol meeting
- September 22nd – Cst. Robichaud attended the Cornwall Cenotaph Service in Red Serge
- September 24th – Cpl. Wiita, Cst. Robichaud, and Cst. Pearce attended the citizens on patrol family pizza party. Members showed the kids that attended the police cars. Cst. Pearce with the police dog services had his police dog there for the children to meet.

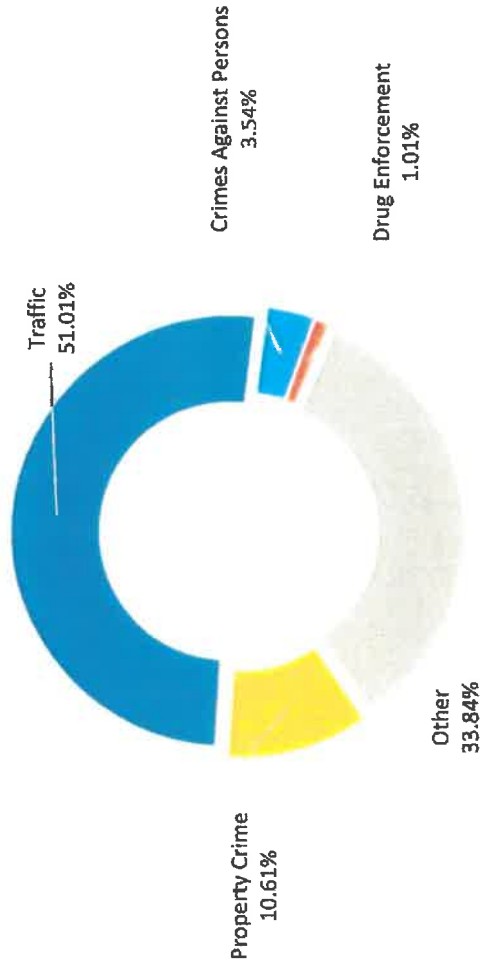
Selective Traffic Enforcement Program

Members conducted two Selective traffic enforcement files at the Westwood Primary School crosswalk as a result of complaints from the town regarding vehicles going through the crossing guards stop sign.



Occurrences

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

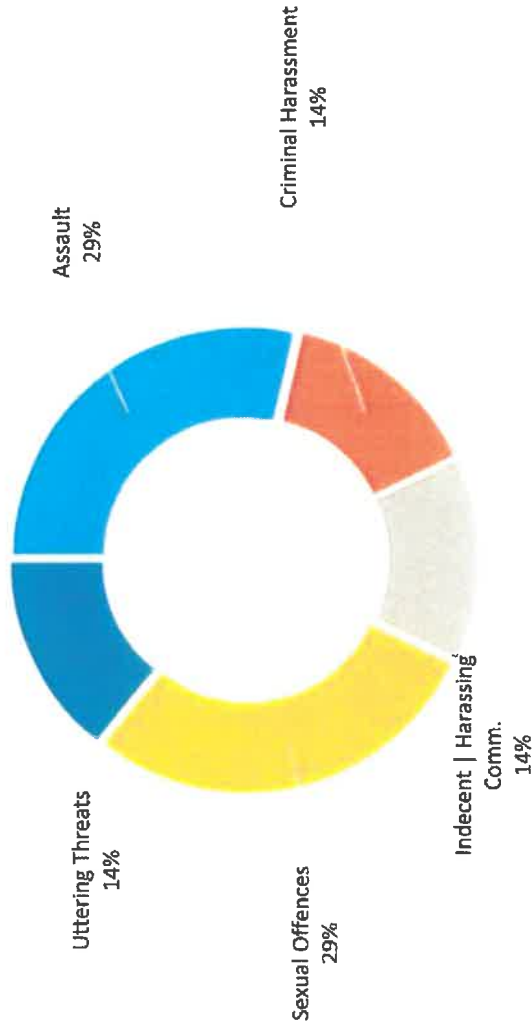


198 Founded/SUI of 213 Total Occurrences



Occurrences - Person Crimes

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



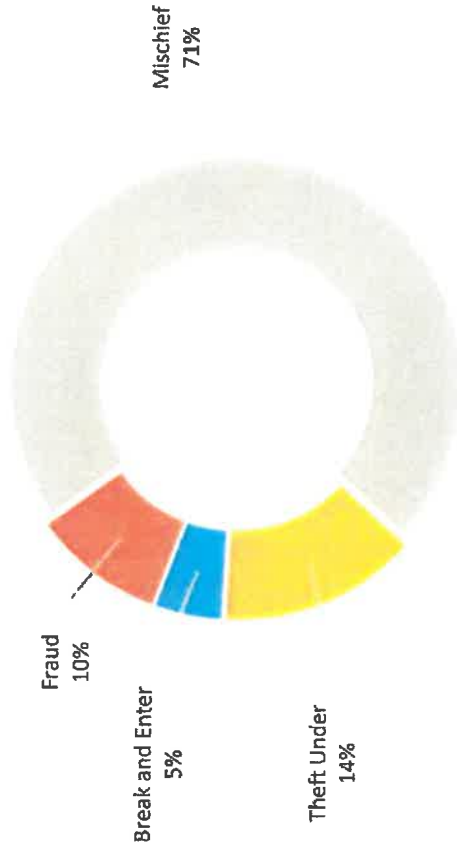
7 Founded/SUI of 213 Total Occurrences



Occurrences - Property Crime



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



21 Founded/SUI of 213 Total Occurrences

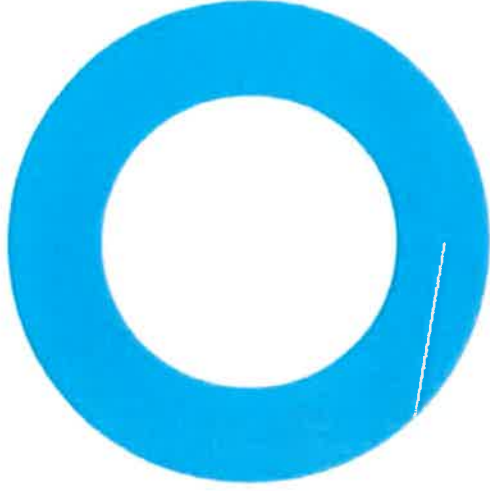


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Occurrences - Drug Enforcement



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



Trafficking
100%

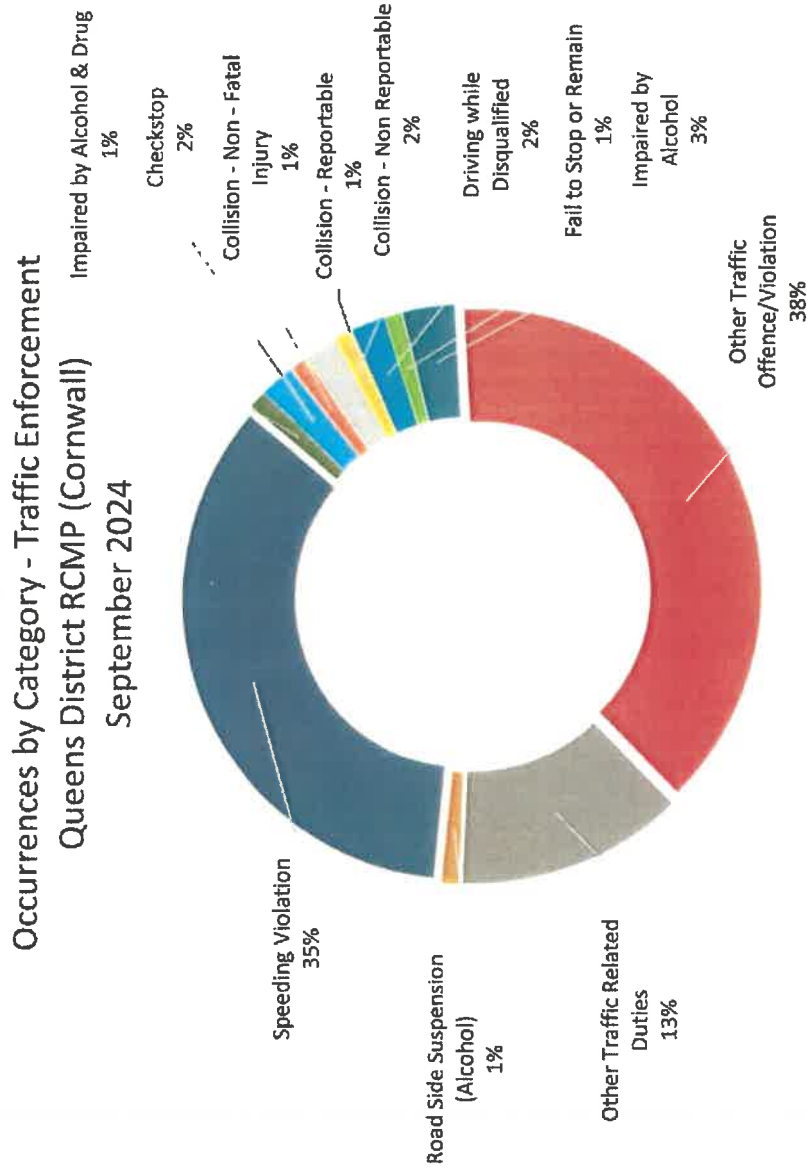
2 Founded/SUI of 213 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Occurrences - Traffic Occurrences

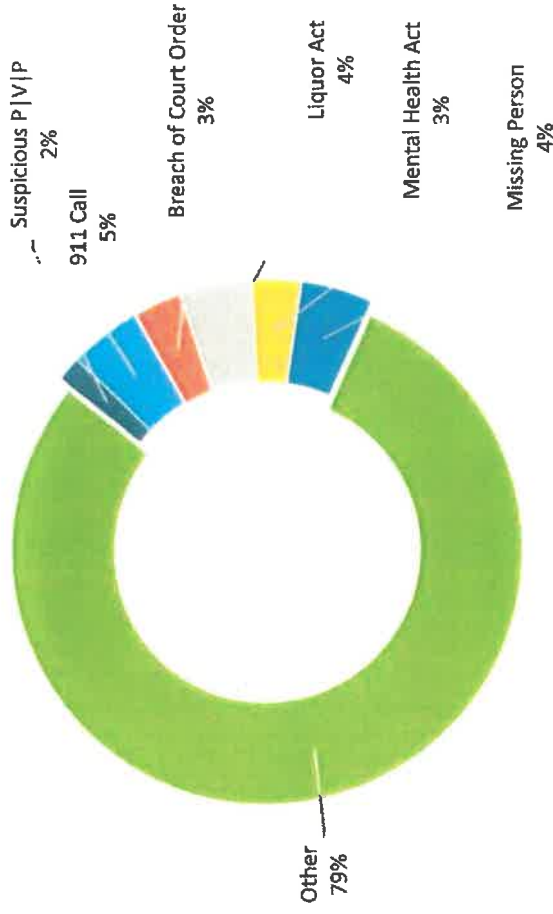


101 Founded/SUI of 213 Total Occurrences



Occurrences - Other Occurrences

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



67 Founded/SUI of 213 Total Occurrences

Summary Offence Tickets / Warnings / Defect Notices

| Ticket | No. of Charges | Sum of Fines |
|---|----------------|--------------------|
| 11(1)(a) Driving passenger vehicle not registered | 44 | \$8,113.00 |
| 11(1)(b) Driving passenger vehicle while registration expired | 1 | \$250.00 |
| 138(6) Operating motor vehicle with improper glazing (tinting) | 5 | \$1,250.00 |
| 15(1) Cannabls in possession of person with care and control of vehicle or boat | 1 | \$250.00 |
| 157 Passing on left when unsafe | 1 | \$250.00 |
| 176(3)(b)(j) Speeding: 29 km /hr or less over limit | 15 | \$1,905.00 |
| 176(3)(b)(i) Speeding from 30-49 km/hr over limit | 1 | \$208.00 |
| 19(1)(a) Operating vehicle with invalid inspection sticker | 9 | \$1,350.00 |
| 271(1) Driving motor vehicle while license suspended or cancelled | 2 | \$500.00 |
| 290 General offence provision to do anything contrary to the Act and regulations or falling to perform any act required by the Act or regulations | 2 | \$300.00 |
| 324(4) Failing to carry and produce valid insurance card to peace officer when requested | 1 | \$650.00 |
| 39(2) Being intoxicated in public place | 1 | \$250.00 |
| 39(3) Consuming liquor in or about a motor vehicle | 1 | \$250.00 |
| 68 Driving without being licensed to drive or with a license that is expired or invalid | 3 | \$450.00 |
| Warning | 30 | |
| 11(1)(b) Driving passenger vehicle while registration expired | 3 | |
| 159(b) Crossing solid line | 1 | |
| 176(3)(b)(i) Speeding: 29 km /hr or less over limit | 19 | |
| 176(3)(b)(j) Speeding from 30-49 km/hr over limit | 1 | |
| 176(3.1)(b)(i) Construction and School Zone Speeding: 29 km/hr or less over limit per km/hr over limit | 3 | |
| 19(1)(a) Operating vehicle with invalid inspection sticker | 1 | |
| 324(4) Failing to carry and produce valid insurance card to peace officer when requested | 1 | |
| 76(2) Licensee failing to produce license upon request | 1 | |
| Grand Total | 74 | \$10,163.00 |



PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - September 2024.

- Patrolling and monitoring open files.
- Sept 06 – NOV issued to 12 Karen Dr. for unsightly back yard.
- Sept 13 – Asked to check 66 Byway for uncut grass. It was cut.
- NOV issued to 37 Bonivista Dr. For no permit for new back deck.
- Sept 20 – Continuing to monitor and take pictures of the back yard of the Sizzler..
- Sept 26 – No new files.
- Took Pictures of back yard of the Sizzler and forwarded to the CAO.

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 |
|--|------------|-----------|------------|
| | YTD | September | |
| By-Law Cases - New | 7 | 2 | 9 |
| By-Law Cases - Closed | 6 | 2 | 8 |
| Humane - New | 7 | 2 | 9 |
| Humane - Closed | 5 | 1 | 6 |
| Dog Act - New | 4 | 1 | 5 |
| Dog Act Closed | 4 | 1 | 5 |
| Stray Dogs to Shelter | 0 | 0 | 0 |
| Stray Dogs Returned to Owner | 0 | 0 | 0 |
| Stray Cats to Shelter | 3 | 0 | 3 |
| Stray Cats Returned to Owner | 2 | 0 | 2 |
| Community Patrols | 97 | 17 | 114 |
| Licenses Issued | 4 | 2 | 6 |
| 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 | 139 | 28 | 167 |

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 | \$0.00 |

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday October 9th, 2024, at 4:30 PM**

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

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

It was moved by Councillor Campbell and seconded by Chair Stevenson that the agenda be approved with the addition of Councillor Corey Frizzell as a guest speaker and eliminating item 7c(ii).

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

It was moved by Chair Stevenson and seconded by Councillor Campbell that the minutes of September 11th, 2024 be approved as presented.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

N/A

7) NEW BUSINESS

a) Councillor Frizzell

- i. Lights at Terry Fox Sport Complex – Councillor Frizzell noted that during a U18 football game on Saturday October 5th, 2024, the lights at the field turned off at 10pm with just over a minute left in the game. The staff person on site was able to get the lights back on, however it took 10-15 minutes. Kim noted that the lights are controlled by a phone app and a schedule was on for that day to turn the lights off at 10pm. The staff met to discuss and will continue to use the app but not the schedule component of it.
- ii. Garbage – Councillor Frizzell noted that the garbage cans provided at the Terry Fox Turf Field were overflowing at the end of the night (there were three games that day starting at 2pm). Kim committed that there will be more garbage cans added to the site to account for the crowd at the football games. These will also be checked more frequently (in

between games). The addition of more wooden garbage structures and their locations was also discussed and more will be built over the winter.

iii. Primrose Park Project

1. The new paved pad at Primrose Park was discussed. If the paving of the pad is done in time, the lines for the basketball and pickleball courts will be painted before the winter.
2. Basketball nets were discussed as the quote given for the nets was quite high. Kim sourced some net systems that were more economical, and these will be the nets that are ordered by the Town and installed by D & D Landscaping.

iv. Park Upgrades – Councillor Frizzell noted that residents had approached him requesting upgrades at Lowther Park and Penzie Lynn Park. These parks were briefly discussed and will be reviewed by the Committee further.

v. Councillor Frizzell left after the park discussion.

b) Events

i. Recap Cornfest

1. Councillor Frizzell complimented staff on an amazing event and suggested the purchase of additional pots and burners for cooking the corn.
2. Chair Stevenson and Mayor McCourt also expressed their appreciation for the Cornfest events and the staff running it so smoothly.
3. A few notes from the day included:
 - Tie dye station was popular
 - Location at Town Hall worked very well and drew more attention and people to the event.
 - Little Harvest Town Inflatables were perfect for the event – will hire for Cornfest in 2025.
 - Barbeque line and corn line were too close together – suggest separating them for next year.
 - The only event that did not proceed was the Dart Tournament.
 - Kim noted that with the event being free, there were no barriers for families to attend.
 - 600 hot dogs were purchased, and additional 400 (approximately) were purchased during the event to meet the need.
 - There was no corn left over this year.
 - The Red Rock Wrestling event ticket sales covered the cost of the event.

ii. Halloween Events

1. Planning is underway for the Halloween events which include a youth costume dance October 25th, and the Haunted Trails October 26th (family edition – 4:30pm-6:00pm, scary edition – 6:30pm-8:00pm)

iii. Other Upcoming Events

1. A list of upcoming events was presented and included the Veterans Dinner (November 9th), Christmas Parade (December 14th – tentative), Christmas Tree Lighting (December 6th), and Pancake Breakfast at the APM Centre (December 7th).
2. The 12 Days of Trees Lighting was discussed as there was a proposal to add 12 additional trees. The committee decided that having 12 trees donated and lit was easier to manage and it will remain with 12 trees.

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

- i. Both after school programs are going well with 65 in the After School at the Civic Centre and 28 in the Sport and Adventure program at the Terry Fox Sport Complex.

d) **Facilities**

- i. Terry Fox Sports Complex – Usage Update
 1. The usage was reported in Kim's Managers report. It was noted that the numbers of hours were down from last year. Kim explained it was due to the Soccer club having an off training year and not using the field in the fall, it will be up again in 2025.
 2. The Zone Cross Country meet was held at the Terry Fox Sport Complex on October 8th, 2024. There were 838 students participating in various running events. The school posted a thank you to the Town for their support.
- ii. Request for Waiver of facility fees – Town Hall.
 1. The PE TOPS 0906 Cornwall (TOPS) group has requested the use of the Town Hall Community Room from 10:00am-11:00am for their weekly meeting on Thursday mornings. It was noted that the Town of Cornwall has supported the CHANGE Program with space to meet and that this is a good health and wellness program to promote.
 2. It was moved by Chair Stevenson and seconded by Councillor Campbell to recommend to Council to waive the rental fees for the TOPS group.

8) **OTHER**

- i. Mascot Purchase
 1. Kim was tasked with ordering the mascot.
- ii. Mascot Naming
 1. Name suggestions were collected during Cornfest. A post was placed on Social Media for suggestions with a final date of October 18th to suggest a name.
 2. The name suggestions from Cornfest and from the social media post to date were presented to the Committee for initial review outside of the meeting.
- iii. Batting Cage
 1. CAMBA asked Eastern Fence if they were able to bring the cost of the batting cage down any. They received a revised quote that was slightly lower than the original.
 2. CAMBA is coordinating the building of the cages, and we are waiting to see what they plan to do.
- iv. Inflatables – Purchase
 1. Councillor Barnes requested that the committee consider purchasing some inflatables that the Town could maintain and use at our events instead of renting them.
 2. The discussion centered on the staff time needed to set up, tear down, and clean the inflatables each time they are used. The committee decided the maintenance and storage of inflatables was not something the Town had the time or space for. It was decided that the Committee would not recommend purchasing inflatables.
- v. Bench program for Businesses
 1. Johnathon Good reached out to Chair Stevenson about purchasing an accessible split bench to be placed somewhere along the trails in the Town. The Committee discussed adding a bench purchase program that would allow businesses or

individuals to purchase a bench just to place along the trail. Staff has not had time to promote the memorial bench program. We purchased 3 benches and two have been purchased and placed. Kim will look into the purchase of an accessible bench and report back to the committee at the next meeting.

- vi. Ernie Stavert – Mayor McCourt brought forth an idea to recognise the work Ernie has done and continues to do in the community for seniors. This includes supporting the Curling Club, organizing cards for seniors, Meals on Wheels, and helping with the 55+ games. We can invite Ernie to a council meeting to present him with a plaque.

9) **IN CAMERA**
NIL

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, November 13th, 2024, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 5:50pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

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

Events

- **Cornfest Recap**
 - Cornfest was held from September 25th – September 29th, 2024
 - Chair Yoga – was held on Wednesday to kick off the event. This event was held at the Civic Centre and had 45 participants.
 - Seniors Corn Chowder Lunch – was held on Sept 26 at the Civic Centre. There were 80 people in attendance, and they were served corn chowder, biscuits and apple crisp for dessert. This was all made in house by staff.
 - Movie Night – was held on Thursday evening at the Civic Centre. Despicable Me 4 was played at popcorn and juice were served. There was 14 people in attendance.
 - Washer Toss Tourney – The tournament was held on Friday morning. There were 10 people registered and played a round robin format. Prizes were awarded to top finishers.
 - Dessert Bingo – was held on Friday afternoon at the Cornwall Civic Centre. They played approximately 10 games in a variety of patterns. The desserts were purchased at Mary's Bakery.
 - Adult trivia – The event was hosted by Greg Lucas and was held at the Civic Centre. There were a total of 42 players and bar service was provided by Cornwall Lions Club.
 - Yard Sale / Vendor Market - This event was held on Saturday morning from 8:00am – 11:30am. There was a total of 12 vendors who were set up. There was a steady flow of traffic for the event, and sellers seemed to be pleased. Notes: Next year advertising needs to be started early September, and maps of addresses should be available at the Civic Centre.
 - Pickleball Tournaments – This was held on Saturday with beginner tournament in the morning which had 8 participants. The afternoon competitive tournament was full, with 19 registered. Prizes were awarded to the top 3 finishers in each division.
 - Chocolate Bar Bingo – This is always a favorite and was held on Saturday afternoon. There were 25 – 30 in attendance, there were 10 games played with the final winners taking home a nice gift pack.
 - Amazing Race – The registrations were slow coming in, but there 6 teams who participated with approximately 24 participants. The group completed in 10 different challenges throughout the Town including challenges held at Good's Independent Grocer, Cornwall Public Library, Terry Fox Sports Complex, Hyde Trail and Cornwall Civic Centre. The groups that participated varied in age groups, but all who participated had wonderful time.
 - Red Rock Wrestling – This event was held on Saturday evening at the APM Centre and was a first-time event. The ticket sales started out slow

but then picked up the week of the event. There was a total of 265 tickets sold and the group put on a great performance.

- Family Fun Day – This event was held on Sunday September 29, 2024, at the Town Hall from 1:00pm – 4:30pm. The afternoon entertainment was provided by Mi'kmaq Heritage Actors, Filipino Dance Masters and Jeannie & Charles Reid. All groups were very engaging with the audience. This year the inflatables were provided by the Little Harvest Town and were a great fit with the festival as they were all corn related. There was also an inflatable nine-hole mini putt course which was a great hit. Top Hat Party Supplies provided balloon twisting, and the events committee had volunteers doing a tie dye station with bandanas provided by the Town. The food portion of the event involved a barbeque and corn boil, we purchased 600 hot dogs but had to go and purchase additional hot dogs. There were over 1000 hot dogs served and 500 corn, which was purchased from Keddy's Corn. This event had the biggest turn out in all the years of running this event. Having the event in front of the Town hall certainly helps with attendance. Some notes were made regarding additional equipment should be purchased to assist with food preparation as well as additional financial resources committed for food purchases. There was great feedback on this event.

- **Halloween Events**

- Youth Halloween Dance Party – This event will be held on October 25th at the Cornwall Civic Centre and will cater to youth in grades 3 – 6.
- Haunted Trail – The Town will once again host their Haunted Trail Event on October 26th at Hyde Park. Staff were concerned with this date as there are a number of events that are already going on around the area.

Camps Update

After School Camp

- After School Camp at the Cornwall Civic Centre has 65 registered, and this month the theme was “All About Me”. The program focused on children getting to know one another, while participating in a variety of activities including scavenger hunts, baking, painting, sports and playing in our gaga pit.
- The Sports & Adventure program has 28 children registered and takes place at the Terry Fox Sports Complex. This month the children enjoyed a variety of sports including soccer, soccer baseball, wall ball, and trips to the dream park.

Fall Programs

- Sr's Ball Exercise is the largest it's ever been with 46 registered. Each class is 35 mins of standing and sitting exercises with the small exercise ball. This goes Tuesdays at 11:00am
- Chair Yoga is also the largest it's ever been with 54 registered. This goes Wednesdays at 11:00am and is a half hour of stretching and yoga poses from a chair, very popular class.

- Seniors Lunch again has grown, we are into the 70's in terms of regulars with sometime reaching the mid 80's. We provide a hot lunch, tea, coffee, dessert and a roll from Mary's for \$5.
- Washer Toss has started, so far but we have been having 8-10 each week that game is played indoor at the Civic Centre
- Dessert Bingo is again a hit, with 25-30 people coming each week. The \$2 we charge each person pays for the desserts each week.
- Adult Coed Volleyball again is full at 28, we do have a small waiting list for this and trying to find another gym night.
- Kids in the Kitchen: This program is held Tuesdays from 5:30 pm to 6:45 pm. We currently have 14 registered for the program. This program teaches children how to be safe while cooking, they will also learn how to prepare different meals and gain the confidence to do so on their own.
- Baking for Kids: This program is on Wednesdays from 5:30 pm to 6:45pm. We currently have 14 registered for the program. The group had two sessions which they made rice Krispie squares and brownies.
- Time for Tech: This program is funded through our New Horizons Program for Seniors. The course runs on Monday's from 10 am to 11:30 am. We have 14 people registered for it. In the program, we will go through the basics of using a computer. Other sessions will include learning how to create an email and how to use your email. We will also teach basics on how to use social media safely to connect with family and friends and stay connected.
- Home Alone Course: This course was held on September 23 at the Civic Center. We had 14 registered. The home-alone course teaches kids the fundamentals of being safe alone and what to do in various situations.
- Youth Outdoor Pickleball: This program runs on Monday evenings from 5:30pm-6:30pm, with 11 kids registered. This program introduces the basics of pickleball to youth who haven't played it before. Each session would start with a few skill development activities, then transition into play small-sided games. This program is sponsored by GO PEI and there is no charge.
- Senior Outdoor Pickleball: This program runs on Tuesday and Thursday afternoons from 1:15pm-2:30pm, with the class being full with 20 participants. This program is game focused and is geared towards all level of play. This is sponsored by GO PEI.
- Adult Outdoor Pickleball: This occurs on Thursday evening, from 5:30pm-7:00pm, with 21 people registered. Again, self-sustained, everyone begins playing games right away.
- Pre-Teen Hangout- This program is scheduled to occur on Friday evenings from 6:00pm-7:30pm, there are currently 3 registered but hoping the interest picks up.
- Little Artists: This program occurs on Saturday morning from 10:15am-11:15am. There are 7 kids registered. The children have made popsicle characters and last week made their own corn on the cob with pipe cleaners.
- Birthday Parties: The Department hosted 3 birthday parties during the month of September. They included Party in the Kitchen Package, Crafts & Games Package and Classic Party Games Package.
- Yoga with Karina: This program runs on Monday evenings and has 20 registered
- Pilates with Karina: This program runs on Wednesday mornings from 9:00am – 10:00am and there are 12 registered in this program.

Facilities

Terry Fox Sports Complex

- For the month of September, the usage hours were broken down as follows.
 - Soccer Turf – 122.5hrs (2023) Soccer Turf – 172hrs
 - Football Turf – 94.75hrs (2023) Football Turf – 132hrs
 - Baseball Field – 65.5hrs (2023) Baseball Field – 96.25hrs
 - Softball Field – 52.5 (2023) Softball Field – 50hrs
 - Beach Volleyball Courts – 27hrs (2023) Beach Volleyball Courts – 10hrs

Terry Fox Sports Complex Spectators Usage for September
2024 - 4333
2023 - 4680

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-11-2024 Waive Rental Fees for T.O.P.S. Program

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The T.O.P.S. program has requested the use of the Community Room at Town Hall for one hour long weekly meetings;

And Whereas: As a not-for profit organization, the T.O.P.S. program has requested that the Town waive the rental fee for the use of the space;

Therefore, be it Resolved: That the Town of Cornwall provide the use of the Community Room for one hour per week, the time of the hour to be mutually agreed, and that the Town will waive the rental fee for one year.



TOWN OF CORNWALL
RESOLUTION

DATE: October 23, 2024
COMMITTEE: Planning and Development
MOTION NUMBER: PL-34-2024
Bylaw #422F - Second Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422F, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on September 25, 2024;

Therefore, be it Resolved: That the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422F, a Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422, is hereby read and approved for a second time.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024
COMMITTEE: Planning and Development
MOTION NUMBER: PL-35-2024
Formal Adoption of Bylaw #422F
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422F, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on September 25, 2024;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422F, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved a second time at the Town of Cornwall regular council meeting held on October 23, 2024;

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

Bylaw # 422F

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.

Effective Date

The effective date of the Town of Cornwall Bylaw # 422F, a bylaw to amend the Zoning & Subdivision Control (Development) Bylaw, is the date as signed below by the Minister of Housing, Land and Communities.

Authority

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.

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

- 1. Clause 4.1(7)(d) of the Bylaw is amended by the deletion of the word ‘tot’ and the substitution of the word ‘to’.**
- 2. Subsection 4.6(2) of the Bylaw is deleted and replaced with the following:**
 2. Notwithstanding any maximum Height restriction set out in this Bylaw and the variance provisions in Part 21, Council may approve a Building exceeding the maximum Height where:
 - a. the Building and construction are in accordance with the National Building Code;
 - b. the firefighting access has been approved by the provincial fire marshal’s office;
 - c. the Building contains a sprinkler system; and
 - d. in the opinion of the Council, the Building is compatible with surrounding development in terms of architectural design, building materials, building massing, building form and streetscape.
- 3. Section 4.7 of the Bylaw is deleted and replaced with the following:**
 1. Secondary Suites and Garden Suites shall be permitted, subject to the following:
 - a. the Property Owner shall submit a written application to the Town on the prescribed form;
 - b. the Secondary Suite or Garden Suite, or both, shall comply with the following:

Secondary Suite

Garden Suite

| | | |
|--|---|---|
| Permitted in association with | single detached dwellings, semi-detached dwellings and townhouse dwellings | single detached dwellings and semi-detached dwellings |
| Maximum floor area | no more than the lesser of: <ul style="list-style-type: none"> • 40% of the total floor area of all storeys of the main dwelling, excluding the garage floor area and common spaces serving both dwelling units; or • 80 sq. m. (861 sq. ft) of finished living space. | no more than 80 sq. m. (861 sq. ft) of finished living space |
| Use restrictions | not permitted in a main dwelling that is operated as a tourism establishment, boarding house, or group home and shall not be rented for a period of less than one month | shall not be operated as a tourism establishment and shall not be rented for a period of less than one month |
| Parking | one parking space, in addition to the parking space(s) required for the main dwelling and any Garden Suite under this Bylaw | one parking space, in addition to the parking space(s) required for the main dwelling and any Secondary Suite under this Bylaw |
| Number permitted per lot | 1 | 1 |
| Electrical, water, and sewer services | <ul style="list-style-type: none"> • connected to the same electrical, water and sewer services as the main dwelling on the lot, except where a shared connection is not feasible or appropriate; and • in the case of an on-site septic system, the system shall be certified by a qualified engineer licensed to practice in the province | <ul style="list-style-type: none"> • connected to the same electrical, water and sewer services as the main dwelling on the lot, except where a shared connection is not feasible or appropriate; and • in the case of an on-site septic system, the system shall be certified by a qualified engineer licensed to practice in the province |
| Design requirements | where the Secondary Suite has a separate outside entrance from the main dwelling, the entrance must be located on the side or rear wall of the main dwelling | windows in the Garden Suite shall be placed and sized such that they minimize direct views of adjacent lot(s) through one or more of the following: |

-
- Off-setting window placement to limit direct view into a window of an adjacent site;
 - Strategic placement of windows in conjunction with landscaping features; and/or
 - Placing larger windows to face a lane, flanking public roadway or other dwelling on the same site.
-

c. Garden suites:

- shall be subject to the standards of clause 4.1(2)(c) with respect to the number of accessory buildings and structures per lot;
- may be established in existing accessory buildings, where all applicable standards can be met. In addition, a new or converted building containing a garden suite may include accessory uses such as a garage or storage; and
- shall not exceed one storey in height;

d. Notwithstanding subclause 4.7(1)(c)(iii), where the Garden Suite is in an accessory building that includes accessory uses such as a garage or storage, the accessory building may be more than one storey, provided the living space does not exceed one storey in height and in no case shall the Garden Suite or accessory building containing the Garden Suite exceed the height of the main dwelling on the lot; and

e. The Secondary Suite or Garden Suite or both shall meet the requirements of the National Building Code and all requirements under the Town's Bylaw.

4. Subsection 4.10(2) of the Bylaw is amended by the deletion of words 'or R4' following the words 'an R3'.

5. Section 4.23 of the Bylaw is amended:

5.1. by the deletion of the words ' Row' in the section header;

5.2. in subsection (1), by the deletion of the words ' Row' after the words 'Semi-Detached'; and

5.3. in subsection (2), by the deletion of the words 'Row or' after the words 'Semi-Detached'.

6. '5. Signage' of the Bylaw is amended:

6.1. In subsection 5.2(1), by the deletion of the word ‘and’ at the end of clause (d), the deletion of the period at the end of clause (e), the addition of the words ‘; and’ at the end of clause (e), and the addition of the following after clause (e):

- f. electronic signs pursuant to the provisions of section 5.13.

6.2. By the addition of the following after section 5.12:

5.13 ELECTRONIC SIGNS

1. Electronic signs are permitted as part of a freestanding, fascia, or canopy sign in the PSI, C1 or M1 zones subject to the general provisions for those types of signs as well as the following standards:
 - a. the message duration shall not be less than 10 seconds;
 - b. the message transition shall be instantaneous;
 - c. the message transition shall not involve any visible effects including but not limited to scrolling, fading, dissolving, intermittent or flashing light, or the illusion of such effects;
 - d. the maximum brightness levels of the electronic sign shall be 5,000 nits during daytime and 500 nits at nighttime;
 - e. the sign shall use automatic dimming technology which automatically adjusts the sign copy’s brightness in direct correlation with ambient light conditions;
 - f. illumination shall not negatively impact adjacent residential properties;
 - g. the sign shall not be illuminated between the hours of 11:00 p.m. and 7:00 a.m. unless the business is open or in operation during those hours; and
 - h. the sign shall be turned off in the case of a malfunction.

7. ‘6. Parking Requirements’ in the Bylaw is amended:

7.1. by the deletion of section 6.1 and the substitution of the following:

6.1 PARKING REQUIREMENTS

1. For every Building to be Erected, placed, used or enlarged, there shall be provided and maintained off-Street parking on the same Lot to the extent, prescribed in the following chart:

| Primary Type of Building | Minimum Requirement |
|--|--|
| Single-detached Dwelling | 2 Parking Spaces per Dwelling Unit |
| Accessory Dwelling Unit | 1 additional Parking Space per Dwelling Unit |
| Ground Oriented Housing | 1.5 Parking Spaces per Dwelling Unit |
| Apartment Dwelling and other Multiple Unit Dwellings | 1 Parking Spaces per Dwelling Unit |

| Primary Type of Building | Minimum Requirement |
|--|---|
| Senior Citizens Apartments and Community Care Facilities | 1 Parking Spaces per Dwelling Unit |
| Hospitals and Nursing Homes | 0.75 Parking Spaces per bed |
| Hotel, Motel or Other Tourist Establishment | 1 Parking Space per guest/room or rental unit and 1 Parking Space for each 5 sq. m. (53.8 sq. ft.) of Floor Area devoted for public use (e.g. banquet rooms, Lounge) |
| Auditoriums, Places of Worship, Halls, Libraries, Museums, Theatres, Arenas, Private Clubs, And Other Places of Assembly or Recreation | 1 Parking Space/20 sq. m. (215.2 sq. ft.) of public use area |
| Schools (public and private) | 1 space/employee + 1 drop-off space + elementary school 1 space/8 classrooms junior secondary school 1 space/4 classrooms senior secondary school 2 spaces/classroom |
| Funeral Home | 1 space/4.5 sq. m. (48.4 sq. ft.) of assembly area |
| Business and Professional Offices, Service and Personal Service Shops, and home occupations | 1 Parking Space per 30 sq. m. (323 sq. ft.) of Floor Area |
| Shopping Centre (Indoor Mall) | 1 Parking Space per 30 sq. m. (323 sq. ft.) of retail space, excluding temporary retail uses in public areas |
| Restaurant or Lounge | 1 Parking Space per four seats of seating capacity |
| Other Commercial / Retail Stores | 1 Parking Space per 25 sq. m. (269.1 sq. ft.) of Floor Area |
| Business Park | As determined by the Development Officer, taking into consideration the size of the office facility or plant, and the number of employees for which it is designed; the projected flow of visitors and customers; and the amount of truck parking projected |
| Automobile Sales and Service Establishment | 1 Parking Space per 4.7 sq. m. (50 sq. ft.) of Floor Area |
| Automobile establishment: Automobile Service Station or Service Station, Automobile Washing Establishment, Auto Body Repair Shop or Auto Body Shop | 3 spaces / bay |
| All other Uses not listed | 1 space per 20 sq. m. (215 sq. ft.) of Floor Area, 1 space per 10 seats, or as otherwise determined by the Development Officer. |

2. Additional Parking Spaces may be required if, in the opinion of the Development Officer, the spaces required under Section 6.1(1) will not meet anticipated parking requirements.
3. Where,
 - a. a proposed change of use within a building or structure existing as of the date of passage of this Bylaw; or
 - b. the proposed expansion or an increase in capacity or intensity of use of any building or structure existing as of the date of passage of this Bylaw will, in the opinion of the Development Officer, substantially increase the volume of traffic necessitating off-street parking, the number of additional parking or loading spaces required shall be the difference between the parking and/or loading spaces required by the new or expanded use and the parking and/or loading spaces required by the former use.
4. Notwithstanding the above requirements, in the C-1 Zone fronting Main Street beginning in the vicinity of Main Street's its intersection with Meadowbank and Cornwall Roads and extending to Hyde Creek as depicted in Schedule "E":
 - a. no parking spaces shall be required; and
 - b. no parking shall be permitted between any structure located within the zone and Main Street.
5. Notwithstanding the provisions of Part 6 above or other provisions of this Bylaw, Council may through a development agreement waive or reduce the parking requirements in return for cash in lieu of parking spaces or other considerations, as approved by Council, which will further the objectives and policies of the Official Plan in relation to development in the Town. In rendering its decision, Council shall consider factors such as but not limited to the following:
 - a. availability of parking in the proximity of the proposed development;
 - b. the extent to which the proposed development contributes toward the objectives and policies of the Official Plan;
 - c. the availability of public transportation services within 400 m. (0.25 miles) of the site; and
 - d. estimated traffic generation and parking requirements of the proposed development.
6. The minimum number of off-street parking spaces required for each building shall be calculated to the nearest whole number.

- 7.2. in subsection 6.2(1), by the deletion of the words ‘parking facilities are required or permitted’ and the addition of the words ‘four (4) or more parking spaces are required for the use on a lot’ following the word ‘Where’;
 - 7.3. in subsection 6.2(1), by the deletion of the words ‘Row Dwelling or’ in clause (i);
 - 7.4. in subsection 6.2(1), by the addition of the period and the addition of the words ‘; and’ at the end of clause (l); and
 - 7.5. in subsection 6.2(1), by the deletion of the words ‘; and’ and the addition of a period at the end of clause (m) and the deletion of clause (n).
8. Subsection 7.4(1) of the Bylaw is amended by the rounding of all metric measurements in the table to 1 decimal point.
9. Subsection 8.4(1) of the Bylaw is amended by the rounding of all metric measurements in the table to 1 decimal point.
10. ‘9. Single-Detached Residential (R1)’ in the Bylaw is amended:
- 10.1. In subsection 9.5(1), by the rounding of all metric measurements in the table to 1 decimal point.
 - 10.2. In subsection 9.5(4), by the deletion of the word ‘30%’ and the substitution of the word ‘35%’.
11. ‘10. Two-Unit Residential (R2)’ in the Bylaw is amended:
- 11.1. In subsection 10.5(1)(b) by the deletion of the table and the substitution of the following:
- | | Requirement |
|-------------------------|------------------------------------|
| Minimum Lot Area | 250 sq. m (2,691 sq. ft.) per unit |
| Minimum Frontage | 9 m. (29.5 ft.) for each unit |
| Minimum Front Yard | 6.1 m. (20 ft.) |
| Minimum Rear Yard | 4.6 m. (15 ft.) |
| Minimum Side Yard | 2.3 m. (7.5 ft.) |
| Minimum Flankage Yard | 6.1 m. (20 ft.) |
| Maximum Building Height | 12.2 m. (40 ft.) |
- 11.2. In clause 10.5(1)(c) of the Bylaw, by the rounding of all metric measurements in the table to 1 decimal point.
12. ‘11. Attached Residential (R3)’ of the Bylaw is amended:
- 12.1. in subsection 11.2(1), by the deletion of clause (b) and the substitution of the words ‘Ground-Oriented Housing, to a maximum of six (6) Dwelling Units per building, or in the case of Stacked Townhouse Dwellings, a maximum of six (6) stacks per building;’
 - 12.2. in subsection 11.2(1), by deleting clause (c) and re-numbering the subsequent clauses accordingly;

- 12.3. in clause 11.5(1)(a), by deleting the words ‘Section 9.5’ and substitution the words ‘subsections 9.5 (1) to (3);
- 12.4. by deleting clause 11.5(1)(b) and re-numbering clause (c) as clause (b);
- 12.5. by the rounding of all metric measurements in the table in the re-numbered clause (b) to 1 decimal point.
- 12.6. by deleting clause 11.5(1)(d) and substituting the following:

c. for Ground-Oriented Housing, the lot requirements shall be as follows:

| | Requirements |
|-------------------------|---|
| Minimum Lot Area | 250 sq. m (2,691 sq. ft.) per unit |
| Minimum Frontage | 9 m. (29.5 ft.) for each unit or stack in the case of stacked units |
| Minimum Front Yard | 6.1 m. (20 ft.) |
| Minimum Rear Yard | 4.6 m. (15 ft.) |
| Minimum Side Yard | 2.3 m. (7.5 ft.) |
| Minimum Flankage Yard | 6.1 m. (20 ft.) |
| Maximum Building Height | 12.2 m. (40 ft.) |

- 12.7. by deleting the words ‘, Row,’ in subsection 11.5(2); and
 - 12.8. by deleting subsection 11.5(5) and re-numbering subsection (6) to (5).
- 13. ‘12. Multiple unit Residential (R4)’ of the Bylaw is amended:**
- 13.1. by the deletion of subsection 12.2(1) and the substitution of the following:
 - 1. No Building or part thereof and no land shall be Used for purposes other than:
 - a. Ground-Oriented Housing, to a maximum of six (6) Dwelling Units per building or in the case of Stacked Townhouse Dwellings, to a maximum of six (6) stacks per building;
 - b. Apartment Dwellings, to a maximum of twelve (12) Dwelling Units per building;
 - c. Parks and Playgrounds; and
 - d. Accessory Buildings.
 - 13.2. by the deletion of subsection 12.3(1) and the substitution of the following:
 - 1. Notwithstanding Section 12.2 above, the Council may issue a special Development Permit for the following Uses where it deems the Development is appropriate, the Development is fully serviced, all other relevant provisions of this Bylaw are met, and subject to such conditions as the Council may impose:

- a. Ground-Oriented Housing with more than six (6) Dwelling Units per building, or in the case of Stacked Townhouse Dwellings, more than six (6) stacks per building;
- b. Apartment Dwellings with more than twelve (12) Dwelling Units per building;
- c. Group Homes;
- d. Early Learning and Child Care Centres;
- e. Health Clinics; and
- f. Other types of Multiple Unit Dwellings that are not included under subsections 12.2(1) or 12.3(1).

13.3. by the deletion of subsection 12.5(1) and the substitution of the following:

- 1. The following requirements shall apply to Developments in an R4 Zone:
 - a. for Ground-Oriented Housing, the Lot requirements shall be the same as clause 11.5(1)(c); and
 - b. for Apartment Dwellings and other types of Multiple Unit Dwellings not covered by clause (a), Lot requirements shall be as follows:

| | Requirement |
|-------------------------|---------------------------------------|
| Minimum Lot Area | 139.4 sq. m. (1,500 sq. ft.) per unit |
| Minimum Frontage | 25 m. (82 ft.) |
| Minimum Front Yard | 6.1 m. (20 ft.) |
| Minimum Rear Yard | 4.6 m. (15 ft.) |
| Minimum Side Yard | 4 m. (13 ft.) |
| Minimum Flankage Yard | 6.1 m. (20 ft.) |
| Maximum Building Height | 18.3 m. (60 ft.) |

13.4. by the deletion of the words ‘, Row,’ in subsection 12.5(4) following the words ‘Semi-Detached’.

14. ‘13. Planned Unit Residential Development (PURD)’ of the Bylaw is amended:

14.1. by the deletion of subsection 13.2(1) and the substitution of the following:

- 1. No Building or part thereof and no land shall be Used for purposes other than:
 - a. Single-detached Dwellings;
 - b. Ground-Oriented Housing, to a maximum of four (4) Dwelling Units;
 - c. Parks and Playgrounds;
 - d. Accessory Buildings;

- e. Group Homes; and
 - f. Ancillary Uses such as Community Facilities and laundromats.
- 14.2. **by the addition of a new clause (a) 'Ground-Oriented Housing with more than four (4) Dwelling Units; and the re-numbering of the following clauses accordingly;**
- 14.3. **by the deletion of clause 13.5(1)(a) and the substitution of the following:**
- a. for Single-detached Dwellings, Ground-Oriented Housing, or Apartment Dwellings, the Lot requirements shall be the same as Sections 9.5, 11.5, and 12.5 respectively.
- 14.4. **by the deletion of section 13.6;**
- 14.5. **in subsection 13.7(1), by the deletion of the words 'a new PURD Subdivisions or Developments' and the substitution of the following 'new PURD Subdivisions or Developments involving special permit uses identified in section 13.3';**
- 14.6. **by the deletion of subsection 13.7(3) and the substitution of the following:**
- 3. Any application for approval of new PURD Subdivisions or Developments involving special permit uses identified in section 13.3 shall be reviewed at a Public meeting held pursuant to the provisions of Section **Error! Reference source not found.**
- 14.7. **in subsection 13.7(4), by the addition of the words 'involving special permit uses identified in section 13.3' after the words 'All new PURD Subdivisions or Developments';**
- 14.8. **in subsection 13.7(5), by the deletion of the words 'PURD Developments' and the substitution of the words 'PURD Subdivisions or Developments involving special permit uses identified in section 13.3'; and**
- 14.9. **by the deletion of Section 13.8 'Existing PURD Developments'.**
- 15. '14. General Commercial Zone (C1)' of the Bylaw is amended:**
- 15.1. **In subsection 14.2(1), by the addition of the following after clause (h.) Institutional Buildings, and the renumbering of the remaining clauses accordingly:**
- i. Ground-Oriented Housing, up to 12 Dwelling Units;
 - j. Apartment Dwellings, up to 12 Dwelling Units;
- 15.2. **In clause 14.3(1)(c), by the addition of the words 'with more than 12 Dwelling Units' after the words 'Apartment Dwellings';**
- 15.3. **By the deletion of subsection 14.4(1) and the substitution of the following:**
- 1. Except where otherwise specified, the following lot requirements shall apply to Development in a C1 Zone:

| | Requirement |
|-------------------------|-------------------------------|
| Minimum Lot Area | 1,395 sq. m. (15,000 sq. ft.) |
| Minimum Frontage | 30.5 m. (100 ft.) |
| Minimum Front Yard | 6.1 m. (20 ft.) |
| Minimum Rear Yard | 4.6 m. (15 ft.) |
| Minimum Side Yard | 3.0 m. (10 ft.) |
| Minimum Flankage Yard | 6.1 m. (20 ft.) |
| Maximum Building Height | 18.3 m. (60 ft.) |

15.4. By the deletion of subsection 14.4(2) and the substitution of the following:

2. Notwithstanding subsection (1) and subject to subsection (3),
 - a. for Ground-Oriented Housing, the Lot requirements shall be the same as clause 11.5(1)(c); and
 - b. for Apartment Dwellings, the Lot requirements shall be the same as clause 12.5(1)(b).

15.5. In subsection 14.4(3), by the deletion of the words ‘Notwithstanding the requirements of subsections (1) and (2),’ and the deletion of the words ‘C-1 Zone’ and the substitution of the words ‘C1 Zone’;

16. ‘15. Business Park Zone (M2)’ of the Bylaw is amended:

16.1. by the deletion of the table in subsection 15.4(1) and the substitution of the following:

| | Requirement |
|-------------------------|----------------------------------|
| Minimum Open Space | 10% of the total area of the Lot |
| Minimum Lot Area | 1,395 sq. m. (15,000 sq. ft.) |
| Minimum Driveway Width | 6.1 m. (20 ft.) |
| Minimum Frontage | 22.9 m. (75 ft.) |
| Minimum Front Yard | 7.6 m. (25 ft.) |
| Minimum Side Yard | 3.1 m. (10 ft.) |
| Minimum Rear Yard | 7.6 m. (25 ft.) |
| Minimum Flankage Yard | 7.6 m. (25 ft.) |
| Maximum Building Height | 18.3 m. (60 ft.) |

16.2. by the deletion of section 15.10.

17. Subsection 16.2(1) of the Bylaw is amended by the deletion of the words ‘shall be those approved by the Authority Having Jurisdiction and’ and by deletion of the words ‘in either a C1 Zone, M2 Zone, PSI Zone or R3 Zone’ in subsection 16.2(1) and the substitution of the words ‘in a C1 Zone, M2 Zone, PSI Zone, R3 Zone or R4 Zone’.

18. ‘26. Definitions’ of the Bylaw is amended:

18.1. by the addition of the following after the definition of 'Accessory Use':

ACCESSORY DWELLING UNIT means a self-contained Dwelling Unit which is secondary to a main Dwelling Unit, either attached to or detached from the main Dwelling Unit on the same Lot, and includes the following:

SECONDARY SUITE means a self-contained Dwelling Unit with a prescribed floor area located within a Single Detached Dwelling, a Semi-Detached Dwelling Unit or a Townhouse Dwelling Unit and where both Dwelling Units constitute a single real estate entity.

GARDEN SUITE means a self-contained Dwelling Unit located on the same Lot as a primary Dwelling Unit but detached from the main Dwelling Unit.

18.2. by the deletion of the words 'Also see Secondary Suite.' in the definition for 'Dwelling';

18.3. by the deletion of the definition of "Apartment Dwelling" under "Dwelling" and the substitution of the following: "APARTMENT DWELLING" - means a Dwelling in a Building containing three or more such Dwelling Units that share common hallways and a common outdoor entrance or a Dwelling Attached to a Building which is principally commercial but does not include Ground-Oriented Housing.";

18.4. by the capitalization of the word 'narrow' in the definition of Narrow Lot Single-Detached Dwelling';

18.5. by the addition of the following after the definition of 'Single-Detached Dwelling': "STACKED TOWNHOUSE DWELLING" - means a Dwelling in a Building containing three (3) or more Dwelling Units attached side by side, two Dwelling Units high, where each Dwelling Unit has an independent outdoor entrance at grade, but does not include Townhouse Dwellings or Apartment Dwellings.

18.6. by the deletion of the words 'or ROW HOUSE DWELLING' in the definition of 'Townhouse Dwelling' and the addition of the words 'a Dwelling in' before the words 'a Building';

18.7. by the addition of the following after the definition of 'Garden': 'GARDEN SUITE – see ACCESSORY DWELLING UNIT';

18.8. by the addition of the following after the definition of 'Grade': 'GROUND-ORIENTED HOUSING – means a Building with more than one (1) Dwelling Unit, with each Dwelling Unit having direct access to a street or public space without the use of shared corridors, lobbies or hallways.'; and

18.9. in the definition of 'Secondary Suite' following the definition of 'Screening', by the deletion of the words 'means a second dwelling unit, located within the structure of an owner occupied single-detached dwelling', and the substitution of the words 'see ACCESSORY DWELLING UNIT'.

Adoption and Approval by Council

First Reading:

Bylaw # 422F received first reading and formal approval at the Town Council meeting of ____, 2024.

Second Reading:

Bylaw # 422F received second reading and formal approval at the Town of Council meeting of ____, 2024.

Adoption and Approval by Council:

Bylaw # 422F was adopted at the Town of Council meeting of _____, 2024

Bylaw # 422F was declared to be passed on _____, 2024.

Mayor
(signature sealed)

Chief Administrative Officer
(signature sealed)

Ministerial Approval

The Town of Cornwall Bylaw # 422F is hereby approved.

Minister of Housing, Land and Communities

Date



TOWN OF CORNWALL
RESOLUTION

DATE: October 23, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-36-2024
Bylaw #422G – Second Reading and Approval
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 _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has received an application to rezone 56 Lakeview Drive, being PID 719328, from Single Detached Residential (R1) to Multiple Unit Residential (R4);

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”);

And Whereas: the proposed amendment to the designation of said of PID 719328 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024;

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 General Land Use Plan, being OPA-2024-03, was approved at a public meeting of Council on September 25, 2024;

And Whereas: Bylaw #422G, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on September 25, 2024;

Therefore, be it Resolved: that Bylaw #422G, 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.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

COMMITTEE: Planning Committee

MOTION NUMBER: PL-37-2024
Formal Adoption of Bylaw #422G
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 _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

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 #422G, 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 September 23, 2024;

And Whereas: Bylaw #422G, 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 October 23, 2024;

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

Bylaw #422G

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) PID 719328 is designated as Multiple Unit Residential (R4), hereby excluding it from its former designation of Single-detached Residential (R1);

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

First Reading:

Bylaw #422G, 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 ____, 2024.

Second Reading:

Bylaw #422G, 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 ____, 2024.

Approval and Adoption by Council:

Bylaw #422G, 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 ____, 2024.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422G, 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 ____, 2024, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422G, 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

2nd Reading and Approval



TOWN OF CORNWALL
RESOLUTION

DATE: October 23, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-38-2024
Bylaw #422H – Second Reading and Approval
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 _____ **Corey Frizzell**
Seconded by Councillor _____ **Steven Campbell**

Whereas: Council has received an application to rezone 346 York Point Road, being PID 248971, from Agricultural Reserve (A1) to Public Service and Institutional (PSI);

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”);

And Whereas: the proposed amendment to the designation of said of PID 248971 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on August 29, 2024;

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 General Land Use Plan, being OPA-2024-04, was approved at a public meeting of Council on September 25, 2024;

And Whereas: Bylaw #422H, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on September 25, 2024;

Therefore, be it Resolved: that Bylaw #422H, 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.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

COMMITTEE: Planning Committee

MOTION NUMBER: PL-39-2024
Formal Adoption of Bylaw #422H
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 _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

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 #422H, 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 September 23, 2024;

And Whereas: Bylaw #422H, 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 October 23, 2024;

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

Bylaw #422H

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) PID 248971 is designated as Public Service and Institutional (PSI), hereby excluding it from its former designation of Agricultural Reserve (A1);

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

First Reading:

Bylaw #422H, 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 _____, 2024.

Second Reading:

Bylaw #422H, 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 _____, 2024.

Approval and Adoption by Council:

Bylaw #422H, 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 _____, 2024.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422H, 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 _____, 2024, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422H, 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

2nd Reading and Approval



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024
COMMITTEE: Planning Committee
MOTION NUMBER: PL-40-2024
Scottsview Meadows Subdivision - Phase 1
Parkland Dedication – Pedestrian Walkway Infrastructure

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

Whereas: The Town and the Developer entered into a Parkland Dedication Agreement (the “Agreement”) dated May 26, 2022, pursuant to Section 22.8 of the *Zoning & Subdivision Control (Development) Bylaw #414*;

And Whereas: The value of parkland due from the Developer to the Town for Phase 1 was assigned a value of \$125,675.00 for dedication purposes, and the Town may request payment at any time in accordance with Section 4 of the Agreement;

And Whereas: The Developer has requested support from the Town with respect to cost sharing construction of Pedestrian Walkway Infrastructure;

And Whereas: The Developer has constructed a 1.8meter wide trail along Samantha Lane with a total construction cost of \$157,014.40.

Therefore, Be it Resolved: That Council accept the trail along Samantha Lane as the parkland dedication for Phase 1.

**TOWN OF CORNWALL
PUBLIC WORKS COMMITTEE MEETING
Wednesday, September 25th, 2024, at 5:15 PM**

Chair: Councillor Steven Campbell
Present: Councillor Elaine Barnes
Councillor Corey Frizzell

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

CALL TO ORDER

The meeting was called to order at 6:26 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 one item, Crosswalks.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Barnes, seconded by Councillor Frizzell that the Public Works Committee minutes of August 28th, 2024, be approved as circulated.

Motion Carried

ACTION ITEMS

The Committee reviewed the list of action items included in the package and made suggestions on the layout of the action items report.

Streetlights

Several requests for additional streetlights to be installed around the Town have been made to Maritime Electric. Staff confirmed that the requests have been assigned to work crews but have not been completed.

Security Cameras

Two battery operated security cameras have been ordered to be placed around Hyde Pond and cameras are being upgraded and installed around utility water stations and the TFSC media booth.

Paving

Request for additional road patching was submitted to Department of Highways along Meadowbank Road. Patching work crews have been active around the Town doing patching work before asphalt plants close for the season.

Grass Contract

The Committee requested that the cost savings analysis with the grass contract be combined with a cost savings analysis on the snow removal contract and that this be presented to Committee of Council for discussion during budget discussions for the next year.

Traffic Control Requests and Crosswalks

Requests have been made for additional crosswalks to be marked around the Town and installation of RFB to help with pedestrian safety. The committee is disappointed with the lack of commitment from Department of Highways to address these concerns and requested that a letter be sent to MLA McLane.

Needles

The committee reviewed a map showing where needles have been found improperly discarded and handled by Town staff, and the committee requested that known locations from previous years be added to the map.

RFP RESULTS FOR 2024-25 SNOW REMOVAL CONTRACT

The Snow Removal Contract was up for renewal for the 2024-25 season. An RFP was issued for a contractor to provide snow removal services for the Town of Cornwall to remove snow and provide ice control form parking lots around town buildings that closed on September 20, 2024 with two bids being received: Dowling's Groundworks Inc. for \$27,825 plus HST and, Earthform Landscape Professionals for \$31,600 plus HST.

It was moved that the Town accept the low bid from Dowling's Groundwork Inc. of \$27,825 plus HST and enter into an agreement for the 2024-25 season.

Motion Carried

SNOW AND ICE CONTROL POLICY

The Committee discussed the new Snow and Ice Control policy for the Town of Cornwall. The policy outlines the minimum standards and the liability that the Town will accept for snow removal and ice control on the Towns sidewalk and parking lots. Maintenance staff will work to exceed the minimum standards where possible and provide an acceptable service level to residents.

It was moved that the Town adopt the Snow and Ice Control Policy.

Motion Carried.

FACILITY MAINTENANCE AND RENEWAL

Town Signs

New town signs have been ordered and are ready to be installed at the borders of the Town. Installation will take place over the next couple of weeks at the following locations Meadowbank Road, Warren Grove Road, Kingston Road and Main Street.

Sidewalk Repairs

Sidewalks were inspected earlier this summer for cracking and trip hazards and a list was created of locations where repairs and slab replacements are required. Crews will be out in the next few weeks to remove broken sections of sidewalks and install replacement slabs.

CROSSWALKS

The committee discussed the need for crosswalk with RFB on Kingston Road and Cornerstone Drive. Kingston Road is recognized for having a heavy amount of traffic travelling at a high speed. The committee requests that this request be forwarded to the Department of Highways to determine if they would support the installation of an RFB and crosswalk if the Town installed sidewalk pads at the locations.

CORRESPONDENCE

IN CAMERA

Nil

MEETING TIME

The next meeting time is Wednesday, November 27th, 2024, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 8:01 p.m.

STEVEN CAMPBELL
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER



TOWN OF CORNWALL

RESOLUTION

DATE: **October 23, 2024**

COMMITTEE: **Public Works (PW)**

MOTION NUMBER: **PW 02-2024 ~ AWARD SNOW CONTRACT**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Elaine Barnes**

RESOLVED:

Whereas: The Town of Cornwall issued a request for proposals for snow clearing services for the 2024-25 season to remove snow from, and provide ice control to, parking lots at town buildings;

And Whereas: Two compliant bids were received for the contract and the low bidder was Dowling's Groundworks Inc. for \$27,825 plus HST;

Therefore, be it Resolved: That the Town of Cornwall award the snow removal contract for the 2024-25 season to Dowling's Groundworks Inc.



TOWN OF CORNWALL

RESOLUTION

DATE: October 23, 2024

COMMITTEE: Public Works (PW)

MOTION NUMBER: PW 03-2024 ~ SNOW AND ICE CONTROL POLICY

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Elaine Barnes**

RESOLVED:

Whereas: The Town of Cornwall does not currently have a Snow and Ice Control policy that outlines the minimum standards that the Town will accept for snow removal and ice control on the Towns sidewalks, trails and parking lots;

And Whereas: There is a need for the Town to have a reasonable and actionable policy that outlines the minimum service delivery that residents can expect and to serve as a reasonable benchmark against any potential claims of negligence against the Town;

Therefore, be it Resolved: That the Town adopt the Snow and Ice Control Policy detailing minimum snow and ice control standards that was considered at the Committee of Council meeting on October 16, 2024 and is attached to this resolution.



Town of
Cornwall

so much to offer...

SNOW AND ICE CONTROL POLICY

2024

SNOW AND ICE CONTROL POLICY

Date Approved by Council: 2024
Policy No: Replaces:
Administrative Responsibility: Public Works

Resolution No:
Last Review Date:

PURPOSE

The purpose of this policy shall be to establish a quality standard for snow clearing, snow removal and sanding of sidewalks and Municipal owned properties within the Town of Cornwall.

DEFINITIONS

| | |
|-------------------------------|--|
| CAO | Shall mean the individual appointed to Chief Administrative Officer. |
| Council | Shall mean the duly elected Council of the Town of Cornwall. |
| Designate | Shall mean an individual appointed by the Infrastructure Manager or their designate to act on behalf of the manager. |
| Ice Control | Ice Control is the job of clearing the ice by means of scraping, ripping or melting. |
| Infrastructure Manager | Shall mean an individual appointed in that position. |
| Sanding | Is the spreading of a salts or salt sand mixture to icy or slippery areas to assist with traction and temporary relief from skidding and to help insure a safer roadway. |
| Snow Clearing | Snow clearing is the job of clearing snow from sidewalks and Municipal owned properties after a snow event to make travel easier and safer. |
| Snow Removal | Snow removal is the job of removing and hauling away snow from areas such as critical intersections, fire hydrants, boulevards and along curbs. |
| Town | Shall mean the Town of Cornwall. |

1.0 POLICY STATEMENT

The Town of Cornwall, within the resources allocated by Council, will clear and /or remove snow and ice, as necessary on municipal sidewalks in accordance with section 2 of this policy.

Snow clearing operations will only begin once the snowfall has ended or is expected to shortly, and visibility is greater than 300 meters. In cases where the snow fall ends the evening before or during the night, snow clearing operations will begin the following morning or as according to policy.

The Town's goal for completion of snow clearing of municipal maintained sidewalks shall be set at 3 days or sooner. Employees and equipment will be dispatched or put on standby according to the Infrastructure Manager or their designate discretion upon review of meteorological forecasts and other factors such as wind velocity and direction.

During extreme snowfall events where the snowfall amount and/or accompanying severe drifting conditions makes it impractical to complete the snow clearing operations with a full complement of resources and continuous effort, the time limits specified may be extended.

2.0 SNOWFALL

a) Level 1: Snowfall amounts of less than 5cm

This does not require a full snow clearing operation, although some minor clearing might be done at the Manager or their designates discretion. Ice control and sanding might be necessary, depending on various factors including: Temperature, Forecast, Wind Conditions, previous sanding, etc.

b) Level 2: Snowfall amounts of 5cm up to 15cm (accumulative)

A cleanup will be done beginning on the next day following the snowfall. Snow removal shall be done in order of priority within each respective area.

c) Level 3: Snowfall amounts of 15cm or more

A cleanup will be initiated shortly after snowfall has ceased. In situations where snowfall ends late in the day or evening, clearing operations shall commence the following morning. Operations shall be done in order of priority.

3.0 PRIORITIES

The order of priorities is as follows with consideration to snowfall amounts listed in section 2.0.

1st Priority: Town buildings that are designated Emergency Operations Centres and Reception Centres in the Emergency Measures Plan.

2nd Priority: Other Town Buildings, and Utility Buildings and Infrastructure.

3rd Priority: Sidewalks and Active Transportation Trails.

4th Priority: Fire hydrants, snow removal/snow windrowing, general residential inquiries, other Town owned properties.

The Infrastructure Manager or their designate has the authority to deviate from these priorities. These priorities, however, apply to nearly every snow removal and ice control operation.

4.0 SNOW REMOVAL

The Town will employ both private contactors, and Town staff and equipment to remove snow and ice in accordance with this policy. In the case of extreme weather event, the CAO or Infrastructure Manager shall have the authority to contract additional private contactors to assist with the snow removal so that is completed within a reasonable timeframe.

5.0 SPECIAL SITUATIONS

CAO or Infrastructure Manager shall have the authority to dispatch equipment for special situations that arise outside of day-to-day operations such as request for assistance from RCMP, EMS or NRRFD i.e. in case of medical emergencies or fire.

During times of extreme winter conditions and or snowfall accumulations, the Town (*within reason and within the safety of the staff and equipment*) will make efforts to make one pass with the plows on one side of the sidewalks and trails to ensure a partial clearing of the sidewalk for traffic to get to their destination safely.

6.0 RESPONSIBILITY AND AUTHORITY FOR THIS POLICY

The Infrastructure Manager or their designate is charged with the primary responsibility for executing snow and ice clearing, maintenance and removal operations and for exercising the appropriate levels of authority to ensure maintenance and compliance with this policy.

The Infrastructure Manager or their designate retains the authority to alter assignments based on weather conditions, equipment, safety of the staff, staff availability, and other conditions related to snow removal/ice control.

In cooperation with emergency services and other Public Works personnel, the Infrastructure Manager or their designate continuously monitor weather conditions to determine appropriate action.

7.0 SNOW REMOVAL ON PRIVATE PROPERTIES

Although efforts will be made to alleviate the amount of snow pushed in to driveways and entrances, it is not the Town's responsibility for the clearing of windrowed snow and ice from private driveways.

The Town devotes a great deal of resources to keep sidewalks clear of snow and ice. Property owners occasionally deposit snow, slush and ice from their property onto the roadways or sidewalk not realizing that this contravenes Provincial regulations and contributes to unsafe driving and walking conditions and increases the cost of providing winter road maintenance. This creates unsafe conditions for both drivers and public utilities attempting to clear roads as well as extra time and unnecessary expense are created by such actions. It is the property owner's responsibility to find a suitable location for snow within the confines of the property being cleared.

It is a violation of Provincial *Highway Traffic Act* to move snow, slush or ice from private properties onto or across public roadways.

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, October 7th, 2024, at 4:30 PM**

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

Also: Doug Longmoore – Infrastructure Manager
Kevin Coady – Chief Administrative Officer
Wendy MacKinnon – Corporate Services Manager
Stephanie Cairns – Utility Clerk

CALL TO ORDER

The meeting was called to order at 4:32 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 Deputy Mayor MacIsaac and seconded by Councillor Stevenson the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST Nil.

APPROVAL OF MINUTES

It was moved by Deputy Mayor MacIsaac and seconded by Councillor Stevenson the Minutes of August 26th, 2024, be approved.

Motion Carried

IN CAMERA

It was moved by Deputy Mayor MacIsaac and seconded by Councillor Stevenson to go In Camera at 4:35pm, (MGAs.119.1(f)).

The meeting resumed open session at 5:12 pm.

It was the consensus of the Committee to remove the duplicate utility account for PID 437483 and remove charges and interest charged on the duplicate account.

Motion Carried

Wendy MacKinnon left the meeting at this time.

WATER TOWER UPDATE

Work on the new water tower is progressing on schedule. The new tower will be blue and will have the Town logo stenciled on to the tower. Staff added due to the height of the tower, it requires a pressure reducing valve chamber to work with the existing water tower and water system. The new valve chamber will be installed on Main Street and costs of the chamber can be claimed under the new water tower project funding. WSP has requested a price from the contractor doing the water tower project to provide an estimate for the new valve chamber.

UTILITY MASTER PLAN

Staff recommended to the Committee that the Utility Master Plan completed by exp. be adopted in principle, so it can be used as a foundation document for the Utility going forward. As the Engineering Services Contract is up for renewal, the Utility Master Plan and other engineering documents and studies will be made available to perspective engineers and consulting groups interested in submitting a proposal.

It was moved by Chair Barnes and seconded by Councillor Stevenson to recommend that the Town adopt Utility Master Plan in principle.

Motion Carried

ENGINEERING SERVICES CONTRACT

Staff advised the Committee our Engineer Services Contract is due for renewal and tenders documents should be available soon. Staff is planning to have the proposals back and award the contract for engineering services before the new year. Any current engineering projects will be completed by WSP; however, new projects will be awarded through our new engineer/consultant.

CORNWALL ROAD EXTENSION OF SERVICES

Design of the extension of utility services on Cornwall Road are ongoing. Due to sizing of watermains in the developed areas of Cornwall Road, it is recommended that a direct transmission main be brought from the new water tower to Cornwall Road across PID 719765. Kevin Coady, CAO, will be contacting the property owner to discuss granting the Town an easement for the transmission main.

PUBLIC INPUT

Nil.

OTHER

Doug Longmoore, Infrastructure Manager, reported that he was acclaimed as a board member to represent PEI at the Canadian Water Wastewater Association Board for a 3-year term.

MEETING ADJOURNED

Meeting adjourned at 5:33 p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER



TOWN OF CORNWALL

RESOLUTION

DATE: **October 23, 2024**

COMMITTEE: **UTILITY (U)**

MOTION NUMBER: **U 06-2024 ~ Adopt Master Plan**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Cory Stevenson**

RESOLVED:

Whereas: The Town of Cornwall had a Utility Master Plan completed earlier this year by exp;

And Whereas: The Utility Master Plan provides a detailed condition assessment of the Town’s Utility and provides detailed recommendations to guide future growth and capital projects required to maintain the utilities systems;

And Whereas: The Master Plan has been reviewed and deemed as an acceptable document by both staff and the Utility Committee;

Therefore, be it Resolved: That the Town of Cornwall adopt the Utility Master Plan completed by exp. “in principle” and to use the Utility Master Plan to guide future decisions for growth and capital development of the Utility.