

**Town of Cornwall  
Regular Council Meeting  
November 27, 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) October 23, 2024
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
- 8) **Committee of Council**
  - a) **Minutes/Reports**
    - i) Minutes – October 16, 2024
  - b) **Resolutions**
    - i) QEH “Friends for Life” Donation

**Environment and Sustainability – Councillor Herlihy**

  - a) **Minutes/Reports** – (Draft) October 21, 2024
  - b) **Resolutions**
- 9) **Municipal and Emergency Services – Councillor Frizzell**
  - a) **Minutes/Reports**
    - i) Minutes (Draft) November 6, 2024
    - ii) Transit, NRPD, RCMP, Bylaw, Humane Society Reports
  - b) **Resolutions**
    - i) Province Wide Transit Coordination
- 10) **Parks and Recreation – Councillor Stevenson**
  - a) **Minutes/Reports**
    - i) Minutes (Draft) – November 13, 2024
    - ii) Manager’s Report – November 2024
  - b) **Resolutions**
    - i) Sweetheart Hockey Tournament Donation
- 11) **Planning and Development – Deputy Mayor MacIsaac**
  - a) **Minutes/Reports** – (Draft) November 6, 2024
  - b) **Resolutions**
    - i) York Point Road – Apartment Development
    - ii) Farm Lane - Subdivision
    - iii) Street Naming – Martha lane
    - iv) Scottsview Meadows – HAF
- 12) **Public Works – Councillor Campbell**
  - a) **Minutes/Reports**
  - b) **Resolutions**
- 13) **Water/Sewer Utility – Councillor Barnes**
  - a) **Minutes/Reports** – Minutes (Draft) November 4, 2024
  - b) **Resolutions**
    - i) Utility Easement
- 14) **Correspondence**
  - i) Thank You – Re: Veteran’s Dinner
  - ii) Certificate of Appreciation – Royal Canadian Legion
- 15) **Other Business**
- 16) **In Camera**
- 17) **Adjournment**

**Cornwall, Prince Edward Island  
Regular Meeting of Council  
Wednesday, October 23, 2024  
4:30 PM**

**Present:** Mayor Minerva McCourt – presiding  
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:** Deputy Mayor Jill MacIsaac

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

**Motion Carried**

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

Nil

**APPROVAL OF THE MINUTES**

a) **September 25, 2024, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Campbell that the minutes of the September 25, 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 – September 18, 2024 - included in the package.**
- ii) 2<sup>nd</sup> Quarter Financial Statements**

**b) Resolutions:**

**COC-37-2024 TFSC/Civic Centre Loan Renewal**

**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%.

**Motion Carried 5-0**

**COC-38-2024 Operating Lines of Credit Renewal**

**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%.

**Motion Carried 5-0**

#### **COC-39-2024 Utility Demand Loan Renewal**

**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.

**Motion Carried 5-0**

#### **COC-34-2024 Engage Remuneration Consultant**

**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.

**Motion Carried 4-1**

**COC-41-2024 PEI Women’s Institute Country Christmas Ticket Purchase**

**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.

**Motion Carried 5-0**

**COC-42-2024 International Men’s Day**

**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.

**Motion Carried 5-0**

## **ENVIRONMENT AND SUSTAINABILITY**

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

- i) **Minutes** – The Committee met October 21, 2024 – Minutes will be available for the next meeting. Councillor Herlihy provided the following updates:
  - Three Town staff and one volunteer Committee member attended the two-day Trapping course. There were great reviews of the course content. We are now able to apply for a permit.
  - Wildflower campaign is going well with a few more seed packets available at Town Hall.
  - There was a debrief of the two billion tree project. Trees planted along several Cornwall trails. Residents were very happy to receive the trees with a lot of positive feedback. Billy and Doiron's did a great job.
  - Discussed a Dandelion Festival for Spring. This will be a one day, fun and educational event. Will take to Parks and Recreation to make sure the date doesn't conflict with any other events.
  - The November meeting scheduled for November 11<sup>th</sup> will be moved to the 18<sup>th</sup> due to Remembrance Day.
  - Councillor Barnes questioned when trapping out of season would be in order. Councillor Herlihy noted that it would be only on occasions as required, such as animals in the lagoons.

### **b) Resolutions: Nil**

## **MUNICIPAL AND EMERGENCY SERVICES**

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

- i) **Minutes** – (Draft) October 2, 2024. Councillor Frizzell provided the following updates:
  - Compliments on a successful tree program.
  - Mike Cassidy from T3 attended to speak on Transit. Conversations on future routes and expansions. Mike will put together a proposal and bring back to a future meeting. CAO Coady has requested that he have it for the December meeting.
  - Councillor Barnes inquired about the RCMP completion. CAO Coady reported that they are hoping to move in by the end of January 2025.
- ii) NRPD, RCMP, Bylaw, Humane Society, Transit Reports are all included in the package.

### **b) Resolutions: Nil**

**PARKS AND RECREATION**

**a) Minutes/Reports:**

- **Minutes** – (Draft) October 9, 2024
- i) **Manager’s Report** – October 2024

Councillor Stevenson provided the following updates:  
Cornfest Recap:

- Wrestling was a big success with approximately 300 tickets sold.
- The Family Fun Day at Town Hall had approximately 1000 people in attendance. Town Hall was a great location and for the first time ever all the corn was used. The corn themed inflatables were a huge hit.
- Congratulations to Councillor Frizzell for his 2024 Celebrity Shucking win.
- Thank you to the Committee, staff, sponsors, volunteers and Council for helping to make this another successful event.
- Mascot – The Mascot has been ordered and voting on the name will take place at the next Committee meeting then brought to Council.
- Halloween events will take place this weekend with a Youth Dance and Haunted Woods. Still in need of volunteers if anyone is available or knows anyone interested in helping.
- The Holiday Event planning is well under way.
- Congratulations to Bluefield Boys Baseball on winning Gold.
- The APM AGM is tonight – will attend and report back.
- Attended the Curling Club rock initiation for the club’s new set of rocks and he was honored to throw a ceremonial 1<sup>st</sup> rock. The club thanked the Town for it’s support of the Grand Slam event.

**b) Resolutions:**

**PR-11-2024 T.O.P.S. Donation of Meeting Space**

**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.

**Motion Carried 5-0**

**PLANNING AND DEVELOPMENT**

**Reports & Resolutions:**

a) **Minutes/Reports:**

i) **Minutes** – The Committee did not meet.

b) **Resolutions:**

**PL-34-2024 Bylaw #422F - Second Reading and Approval**  
**A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422**

**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.

**Motion Carried 5-0**

**PL-35-2024 Formal Adoption of Bylaw #422F –**  
**A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422**

**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.

**Motion Carried 5-0**

**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**

**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.

**Motion Carried 5-0**

**PL-37-2024 Formal Adoption of Bylaw #422G**  
**A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control**  
**(Development) Bylaw #422 – Zoning Map**

**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.

**Motion Carried 5-0**

**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**

**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.

**Motion Carried 5-0**

**PL-39-2024 Formal Adoption of Bylaw #422H  
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control  
(Development) Bylaw #422 – Zoning Map**

**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.

**Motion Carried 5-0**

**PL-40-2024    Scottsview Meadows Subdivision - Phase 1  
Parkland Dedication – Pedestrian Walkway Infrastructure**

**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.

**Motion Carried 5-0**

**PUBLIC WORKS**

**a) Minutes/Reports:**

- i) **Minutes:** (Draft) September 25, 2024. Councillor Campbell noted that the Committee will meet after tonight's Council meeting.
- Councillor Herlihy complimented the new Town signs. Councillor Campbell noted that staff will be working to remove the old signs. Thank you to staff for their work on getting the signs installed.

**b) Resolutions:**

**PW-02-2024    Parking Lot Snow Removal Tender Award**

**Moved by Councillor        Steven Campbell  
Seconded by Councillor    Elaine Barnes**

**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.

**Motion Carried 5-0**

**PW-03-2024 Snow and Ice Control Policy Adoption**

**Moved by Councillor Steven Campbell**  
**Seconded by Councillor Elaine Barnes**

**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.

**Motion Carried 5-0**

**WATER/SEWER UTILITY**

**a) Minutes/Reports:**

- i) **Minutes:** (Draft) October 7, 2024. Councillor Barnes provided the following updates:
  - The new water tower tender includes paint and Town logo.
  - There will be a pressure reducing valve chamber required as part of the water tower project to allow for separate pressure zones in the town.

**b) Resolutions:**

**U-06-2024 Adopt Utility Master Plan “In Principle”**

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

**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.

**Motion Carried 5-0**

### **CORRESPONDENCE**

- Councillor Stevenson congratulated the Bluefield Step Up on raising around \$3000 at their annual student led fundraiser with the assistance of teacher Sheila Callaghan and student Emma MacDougall.
- Councillor Herlihy gave a shout out to the parents to remind them of the cake auction tomorrow.
- Deputy Mayor MacIsaac requested that Councillor Stevenson pass along Happy 50<sup>th</sup> Wedding Anniversary wishes to her parents Irene and Bruce MacIsaac.
- Mayor McCourt congratulated Ernie Stavert on being recognized as Senior Islander of the Year.
- Mayor McCourt reminded everyone of some great events happening: Scream Park tonight, Halloween events this weekend and the Veteran's Dinner on November 9<sup>th</sup>.
- Mayor McCourt and Councillor Barnes attended the FPEIM meeting in Abram's Village. A lot of great speakers and information.
- Councillor Barnes noted that the FPEIM meeting focused a lot on collaboration and the lack of support for elected officials mental well being.
- Councillor Campbell reminded everyone of the Eliot River Scream Park tonight and that the Battery Blitz runs until the end of October so still time to get your batteries dropped off.
- Councillor Frizzell complimented Hannah MacLean and the CAWG on an amazing job on the Hyde Pond Restoration project.

### **OTHER BUSINESS**

#### **IN CAMERA**

Per MGA s.119(1)(a), it was moved by Councillor Stevenson and seconded by Councillor Campbell to go in camera at 5:26pm.

The meeting resumed regular session at 5:49pm.

**ADJOURNMENT**

Meeting was adjourned at 5:50pm.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

DRAFT

**Town of Cornwall  
Cornwall, Prince Edward Island  
Committee of Council  
October 16, 2024, 4:30 PM**

**Chair**            **Mayor Minerva McCourt**

**Present:**        **Councillor Elaine Barnes**  
                  **Councillor Steven Campbell**  
                  **Councillor Corey Frizzell**  
                  **Councillor Judy Herlihy**  
                  **Councillor Cory Stevenson**

**Regrets:**        **Deputy Mayor Jill MacIsaac**

**Also:**            **Wendy MacKinnon – Manager of Corporate Services**  
                  **Tracey MacLean – Community/IT/HR Coordinator**  
                  **Spencer Hay – Manager of Planning and Development**  
                  **Doug Longmoore – Manager of Infrastructure**

**CALL TO ORDER**

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

There was one member 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.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**ADOPTION OF PREVIOUS MINUTES**

September 18, 2024 - It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the minutes of September 18, 2024, be approved as circulated.

**Motion Carried**

**GUESTS/PRESENTATIONS**

Brad McConnell – Councillor Frizzell introduced Charlottetown City Police Chief Brad MacConnell. Councillor Frizzell saw Chief MacConnell present on the E-Watch Program and

thought it would be a good fit for the Town. Chief MacConnell presented a powerful video and power point on how the E-Watch public safety camera system worked and how it has been an extremely helpful tool for the City and other communities that are currently using the system. The program has support from all levels of government with multiple funding streams.

### **FINANCE/ADMINISTRATION**

- a) 2<sup>nd</sup> Quarter Financial – included in the package.
- b) **Utility Demand Loan Renewal** – It was moved by Councillor Herlihy and seconded by Councillor Barnes to bring forth a Resolution to Council that the Town of Cornwall 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%.
- c) **Lines of Credit Renewal** – It was moved by Councillor Herlihy and seconded by Councillor Barnes that a resolution be brought forward that the Town of Cornwall renew the LOCs with the National Bank of Canada at an interest rate of Prime less 0.75%.
- d) **TFSC/Civic Centre Loan Renewal** - It was moved by Councillor Herlihy and seconded by Councillor Barnes to bring forth a Resolution to Council 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%.
- e) **International Men’s Day** - It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a Resolution to Council that the Town of Cornwall Tuesday November 19, 2024, is declared International Men’s Day in the Town of Cornwall Prince Edward Island.

### **ENVIRONMENT and SUSTAINABILITY**

- a) Reports/Minutes – The Committee did not meet on its regular date due to Thanksgiving and will meet on October 21, 2024. Councillor Herlihy noted that the Wildflower Campaign is going well and on Thursday there will be a photo op for the Hyde Pond restoration project.
- b) Information Items – Nil
- c) Requests for Decision – Nil

## MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – October 2, 2024 (draft) - included in the package. Councillor Frizzell provided the following updates:
- Mike Cassidy attended and spoke on the Transit system and potential expansion of services. He will put together a proposal for the Committee to review at the next MES meeting.
  - Councillor Barnes suggested that the Province should be approached to subsidize the municipal transit system as they do with the rural transit system.
  - There will be BEM (Basic Emergency Measures) training at Town Hall on November 28, 2024.
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Potential Transit Route Expansion; Council is in favor of pursuing a transit route expansion in the Town. Mike Cassidy will bring a proposal of options back to review.
- c) Requests for Decision
- (ii) **Noise Bylaw:** After discussion on the pros and cons of bringing forth a noise bylaw and considering comments from the Town’s legal counsel, Councillor Stevenson moved a motion to bring forth a bylaw but there was no second for a resolution. Councillor Stevenson noted that he has had residents complain of noise in certain areas and would have been in favor of considering a noise bylaw for the Town.

### **Motion Carried**

## PARKS and RECREATION

- a) Reports/Minutes
- (i) Minutes – October 9, 2024 (draft) were included in the package.
- (ii) Manager’s Report – October 2024 – included in the package. Councillor Stevenson provided the following updates:
- Cornfest was a huge success with over 1000 people attending the event at Town Hall, which worked well as a central location.
  - Halloween events will take place October 25<sup>th</sup> and 26<sup>th</sup> with a youth dance and haunted woods. The events have been widely promoted on social media.
  - The mascot has been ordered and the submissions for naming will end this Friday. The Committee will review submissions, vote and take the top findings to Council.
  - Councillor Frizzell had requests from residents that Cornwallis not be considered as a name.

- There was discussion on purchasing inflatables but after reviewing costs, maintenance, storage, cleaning and insurance, it was not recommended. Manager Meunier noted that there are also a lot of labour hours required.
- Councillor Barnes inquired if the batting cages will be permanent structures. Councillor Stevenson reported that the project was spearheaded by CAMBA with contribution from the Town. There will potentially be two permanent cages that will eventually be owned by the Town.
- There was discussion on the bench program. There have been many compliments on the benches already installed. Staff will investigate pricing for businesses.

b) Information Items – Nil

c) Requests for Decision –

- (i) **Donation of Space for T.O.P.S. Program.** It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution 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.

## PLANNING

a) Reports/Minutes – The Committee did not meet in October.

- Mayor McCourt passed along best wishes to Deputy Mayor MacIsaac who has been unwell and will be out for the remainder of the month.
- Councillor Campbell requested an update on the unsightly premises on Kingston Rd. Manager Hay reported that the owner acknowledges the deficiencies but is unwilling to give up on the structure. He is looking to do a new permit to attempt to come into compliance.

b) Information Items –

- (i) Bylaw 422 Amending Bylaws – 2nd Reading and Formal Adoption – Resolution will be coming to the next Council meeting.

c) Request for Decision – Nil

## PUBLIC WORKS

a) Reports/Minutes – September 25, 2024 (draft) – included in the package. Councillor Campbell provided the following updates:

- There was discussion on crosswalks and paving and a need to keep better track of action items.
- There was discussion on whether to continue the grass cutting done by

- contract or to revert to using Town employees and equipment for it.
- Councillor Stevenson noted that the new Town signs look great and thanked Council and staff for getting the turn from Ferry Rd on to Hillside Meadows taken care of.

b) Information Items – Nil

c) Requests for Decision –

- (i) **Parking Lots Snow Removal Contract Award** - It was moved by Councillor Campbell and seconded by Councillor Barnes to bring forth a Resolution to Council that the Town of Cornwall award the snow removal contract for the 2024-25 season to Dowling’s Groundworks Inc.
- (ii) **Snow/Ice Control Policy Adoption** - It was moved by Councillor Campbell and seconded by Councillor Barnes to bring forth a Resolution to Council that the Town adopt the Snow and Ice Control Policy detailing minimum snow and ice control standards.

## WATER/SEWER UTILITY

- a) Reports/Minutes – October 7, 2024 (draft) – included in the package. Councillor Barnes provided the following updates:
  - There was discussion on the need for a new pressure reducing valve chamber as part of the new water tower project.

b) Information Item – Nil

c) Requests for Decisions –

- (iii) **Utility Master Plan – “Adopt in Principle”** – It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a Resolution to Council that the Town of Cornwall adopt the Utility Master Plan completed by exp. “in principle” and to use the Utility Master Plan to help guide future decisions for growth and capital development of the Utility.

## CORRESPONDENCE

- a) Cenotaph Sunday Reception – The Town received a Thank You for the great job hosting the reception after the Cenotaph Service.
- b) PEI Women’s Institute – 2024 Festive Country Christmas Gala Dinner and Yuletide Auction – it was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution 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.

**Motion Carried**

**IN CAMERA**

MGA s.119(1)(d)(e)- It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 6:30pm.

**Motion Carried**

**ADJOURNMENT**

The meeting resumed in open session at 7:05pm and was adjourned at 7:06pm.

---

Mayor Minerva McCourt, Deputy Chair



# TOWN OF CORNWALL

## RESOLUTION

**DATE: November 27, 2024**

**DEPARTMENT: Committee of Council**

**MOTION NUMBER: COC-43-2024 QEH "Friends for Life" Campaign**

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Steven Campbell**

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

**Whereas:** The Queen Elizabeth Hospital (QEH) annual "Friends for Life" campaign this year is raising funds for a new operating table for the urology department;

**And Whereas:** The QEH is the primary health care facility for the residents of the Town of Cornwall and the Town has been an annual donor to the annual Friends for Life Campaign and desires to continue to be;

**Therefore, be it Resolved:** That the Town of Cornwall donate \$500 to the annual QEH Friends for Life campaign.

**TOWN OF CORNWALL  
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING  
Monday, October 21st, 2024, at 5:00 PM**

Chair: Councillor Judy Herlihy  
Present: Councillor Cory Stevenson

Also: Billy Ramsay – Infrastructure Supervisor  
Stephen O’Shea – Utility Operator

Two Community Members

Regrets: Mayor Minerva McCourt  
Deputy Mayor Jill MacIsaac

**CALL TO ORDER**

The meeting was called to order at 5:02 p.m. by Chair Judy Herlihy.

**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 Stevenson, seconded by Chair Herlihy that the agenda be approved with the addition of two items: tree removal down in Primrose Subdivision as part of resident engagement and add a discussion about the dandelion festival.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**APPROVAL OF MINUTES**

It was moved by Councillor Steveson seconded by Chair Herlihy that the Environment and Sustainability Committee minutes of September 9th, 2024, be approved as circulated with the correction of beatles to beetles.

**Motion Carried**

**BUSINESS ARISING**

The annual fireworks show at Hyde Pond during Canada Day festivities is being investigated by the Parks and Recreation Department to find a more environment friendly display due to various complaints and dangers the annual display poses for the wildlife that live at the pond.

### **TRAPPING COURSE**

On the weekend of October 19<sup>th</sup> and 20<sup>th</sup>, three Town employees and one resident were able to take the provincial wildlife trapping course. The course provided instruction and legal requirements to trap wildlife legally and in a humane way. Staff participated in the trapping course to be able to respond to wild animal complaints within the Town.

### **RESIDENT ENGAGEMENT**

#### **2 BILLION TREES PROGRAM**

The program is now complete, this summer there were 101 trees planted on residents' properties and forty-nine trees planted on Town property. Unfortunately, the program will be ending this year and there will be no funding for municipalities next year. The Committee is considering tree giveaways with small trees in the future and the Committee is searching for other funding sources to continue a tree planting program in the future.

#### **WILDFLOWER CAMPAIGN UPDATE**

The wildflower seeds were bought from an Ontario company this year as MacPhail Woods couldn't provide packets until November well past fall planting season. There are a limited number of seed packets remaining for pickup at Town Hall. The Committee would like to get feedback from the residents on how the flowers have been growing and suggest doing a wildflower photo contest.

#### **TREE REMOVAL PRIMROSE**

With the next phase of the Primrose Subdivision, residents are worried about all the trees that have been removed from the development area. The Town does not have control over tree removal on private property. The Committee is going to ask the Planning Department if there is anything the Town can put into a development agreement to reinstate trees after a project is complete.

The Committee would like to invite the Island Nature Trust or the Nature Conservancy of Canada to do a presentation on their efforts to protect natural areas on PEI, and to investigate protecting environmentally sensitive land within Cornwall from future development.

#### **DANDELION FESTIVAL**

There will be more discussion on this topic at the meeting in November.

#### **BYLAW REVIEW**

There was no discussion on this topic, the Committee will follow up next meeting.

#### **CAWG UPDATES**

##### **HYDE POND RESTORATION PROJECT**

The project is now complete. There will be a media release on the completed fish ladder project and CBC was doing interviews as well as videos of the fish ladder on Wednesday October 23<sup>rd</sup>.

##### **Christmas Parade**

CAWG will be in the Cornwall Christmas Parade this year and everyone from the committee is welcome to join.

**IN CAMERA**

NIL

**CORRESPONDENCE**

Councillor Stevenson has heard lots of positive feedback from residents on the tree planting program.

**OCTOBER MEETING DATE**

The next meeting time is Monday, November 18th, 2024, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 6:28 p.m.

**JUDY HERLIHY**  
CHAIR

**BILLY RAMSAY**  
INFRASTRUCTURE SUPERVISOR

**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 a 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.

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**COREY FRIZZELL**, Chair  
Councillor

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**KEVIN COADY**  
Chief Administrative Officer

**Kevin Coady**

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**Subject:** FW: October Ridership  
**Attachments:** Cornwall October Ridership.pdf

**From:** Matthew Cassidy <mcassidy@coachatlantic.ca>  
**Sent:** November 8, 2024 8:19 AM

Hello All,

Attached you will find our ridership report for all three Municipalities for the month of October. All three systems experienced growth over 2023 and our strong year to date growth continues. I put the below table together that summarizes the percentage increases for each municipality.

	October 2024	October 2023	% change	YTD 2024	YTD 2023	% change
Charlottetown	148,421	132,875	11.7%	1,268,409	1,074,320	18.1%
Cornwall	3,622	2,907	24.6%	31,710	25,433	24.7%
Stratford	7,471	6,321	18.2%	67,058	50,891	31.8%

October was a record month for the Charlottetown system surpassing September's record month.

The system is holding strong and able to move all of these riders with our system. We are really looking forward to the Grafton St construction to be finished!!

MMC

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



**CORNWALL RIDERSHIP - OCTOBER 2024**

Date	Day	Sum of Cornwall	Sum of U18 Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Offs	Sum of Cornwall Ridership
10/01/2024	Tue	74	6	82	4	166
10/02/2024	Wed	82	4	73	3	162
10/03/2024	Thu	78	9	79	1	167
10/04/2024	Fri	85	13	74	4	176
10/05/2024	Sat	35	6	24	7	72
10/06/2024	Sun					0
10/07/2024	Mon	71	5	69	1	146
10/08/2024	Tue	71	6	76	4	157
10/09/2024	Wed	81	13	89	4	187
10/10/2024	Thu	77	9	82	6	174
10/11/2024	Fri	60	11	55	3	129
10/12/2024	Sat	25	12	26	4	67
10/13/2024	Sun					0
10/14/2024	Mon					0
10/15/2024	Tue	65	7	66	4	142
10/16/2024	Wed	67	5	60	2	134
10/17/2024	Thu	60	4	63	4	127
10/18/2024	Fri	56	8	55	4	123
10/19/2024	Sat	39	12	24	7	82
10/20/2024	Sun					0
10/21/2024	Mon	67	2	63		132
10/22/2024	Tue	78	3	64	2	147
10/23/2024	Wed	62	5	71	2	140
10/24/2024	Thu	77	7	75	3	162
10/25/2024	Fri	82	5	71	4	162
10/26/2024	Sat	26	12	32	18	88
10/27/2024	Sun					0
10/28/2024	Mon	77	4	59	1	141
10/29/2024	Tue	66	13	64	4	147
10/30/2024	Wed	78	4	64	2	148
10/31/2024	Thu	70	2	71	1	144
<b>Grand Total</b>		<b>1,709</b>	<b>187</b>	<b>1,631</b>	<b>95</b>	<b>3,622</b>

**CORNWALL RIDERSHIP - OCTOBER 2024**

Day	Sum of Cornwall	Sum of Cornwall	Sum of Cornwall
Sun	0		
Mon	419		
Tue	759		
Wed	771		
Thu	774		
Fri	590		
Sat	309		
<b>Grand Total</b>	<b>3,622</b>		

**(All)**

Day	Sum of Cornwall	Sum of Cornwall	Sum of Cornwall
Sun	0		
Mon	419		
Tue	759		
Wed	771		
Thu	774		
Fri	590		
Sat	309		
<b>Grand Total</b>	<b>3,622</b>		

	2024	2023	2022
<b>Total Ridership</b>	<b>3,622</b>	<b>2,907</b>	<b>2,405</b>
<b>Monday - Friday</b>	<b>3,313</b>	<b>2,672</b>	<b>2,145</b>
Paying			
Non - Paying			
Working Days	22	21	20
Average	151	127	107
<b>Saturday</b>	<b>309</b>	<b>235</b>	<b>260</b>
Paying			
Non - Paying			
Working Days	4	4	4
Average	77	58.75	65

# NORTH RIVER FIRE DEPARTMENT

## Town of Cornwall Statistics

### October 2024



Call Type	Number
Fire Alarms	1
Medical First Responder	1
Motor Vehicle Collision	1
Outside Fire - BBQ	1

### Fire Calls

	2020	2021	2022	2023	2024
<b>December</b>	6 (6)	6 (6)	7 (7)	4 (4)	9 (9)
<b>January</b>	6 (12)	7 (13)	7 (14)	7 (11)	2 (11)
<b>February</b>	3 (15)	7 (20)	4 (18)	6 (17)	5 (16)
<b>March</b>	4 (19)	3 (23)	9 (27)	3 (20)	5 (21)
<b>April</b>	9 (28)	3 (26)	3 (30)	5 (25)	6 (27)
<b>May</b>	3 (31)	3 (29)	3 (33)	11 (36)	2 (29)
<b>June</b>	5 (36)	11 (40)	4 (37)	13 (49)	9 (38)
<b>July</b>	3 (39)	4 (44)	7 (44)	18 (67)	10 (48)
<b>August</b>	6 (45)	8 (52)	8 (52)	7 (74)	12 (60)
<b>September</b>	5 (50)	7 (59)	12 (64)	12 (86)	9 (69)
<b>October</b>	6 (56)	6 (65)	14 (78)	7 (93)	4 (73)
<b>November</b>	4 (60)	4 (69)	13 (91)	7 (100)	
<b>Cornwall Totals</b>	<b>60</b>	<b>69</b>	<b>91</b>	<b>100</b>	
<b>NRFD Overall Totals</b>	<b>183</b>	<b>186</b>	<b>241</b>	<b>291</b>	

### Call Types

	2020	2021	2022	2023	2024
<b>Motor Vehicle Collisions</b>	17	12	16	14	13
<b>Misc. Fire type calls</b>	7	17	28	16	11
<b>Fire Alarms</b>	15	22	19	31	23
<b>Medical First Responder</b>	11	10	19	29	21
<b>Carbon Monoxide Alarms</b>	4	1	3	2	1
<b>Structure Fires</b>	1	1	1	2	
<b>Vehicle Fires</b>	2	2	1	1	2
<b>Water Rescue</b>	1	3	0	0	
<b>Off-Road Rescue</b>	0	0	1	0	
<b>Ice Rescue</b>	0	0	0	0	1

**For Official Use Only**

**RCMP-GRC**

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



# Monthly Report

## October 2024

### Town of Cornwall

Gregg McCormick, Intelligence Analyst  
L Division Criminal Analysis Section  
November 6, 2024



Royal Canadian Mounted Police  
Gendarmes royales du Canada

**Canada**

# Police Activity

## Occurrence Summary

- Persons crimes accounted for 10 occurrences in October, up from last month and up as last October. Indecent/harassing communications and uttering threats were the most common occurrence. No patterns were noted.
- A total of nine property crimes were reported in October, which is considerably lower than the 23 occurrences recorded last October, and the 22 recorded in September. Mischief was the most frequent (5) with one break and enter (concluded with insufficient evidence to proceed). The B&E was the only recorded offence in and around Halloween; two unfounded occurrences were reported on Halloween.
- Two drug enforcement occurrences were recorded, one for possession and one for production. Both were concluded with insufficient evidence to proceed.
- There were 92 traffic occurrences recorded in October. Of these, 27 were speeding violations, while 28 were other traffic offence/violation. Four impaired driver occurrences were reported, three by alcohol and one by drug, which was the only one to proceed to charges laid/recommended. A refusal to provide a breath sample was also reported, which resulted in charges laid. There were no fatal collisions and three Checkstops were documented.
- Overall, October saw 189 occurrences recorded with 174 of these founded or still under investigation. These numbers are lower than last month (213 occurrences with 197 founded/SUI) and higher than October 2023, with 123 occurrences and 108 founded/SUI (the majority of this change is traffic enforcement).



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

# Community Policing

## Policing Initiatives

- On October 16 members attended the Citizens on Patrol meeting.
- In October members conducted five Selective Traffic Enforcement Program (STEP) files at schools in Cornwall during pick up and drop off times to ensure student and faculty safety.

## Selective Traffic Enforcement Program

- Members conducted 17 STEP files in the Town of Cornwall:
  - Four on Meadowbank Road
  - Eight on Main Street
  - One each on Jessie Street, Mercedes Drive, Route 1 – Trans Canada Highway, and Route 19 – Meadowbank Road

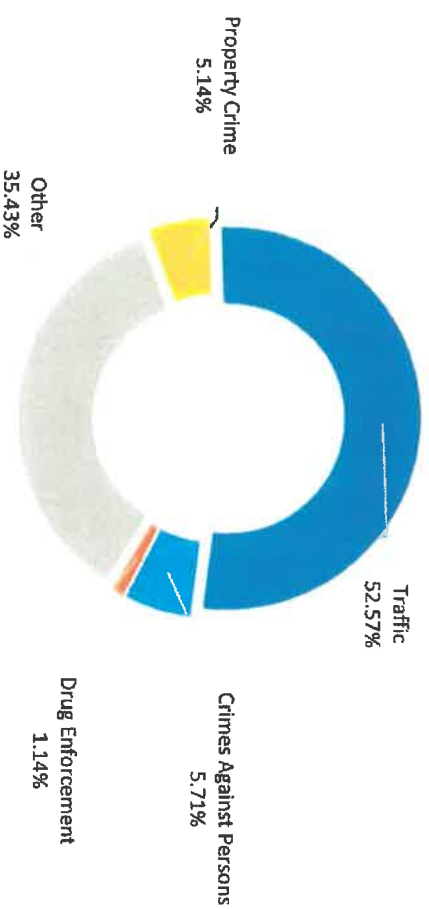


Royal Canadian Mounted Police  
Gendarmerie royale  
du Canada

Canada

# Occurrences

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



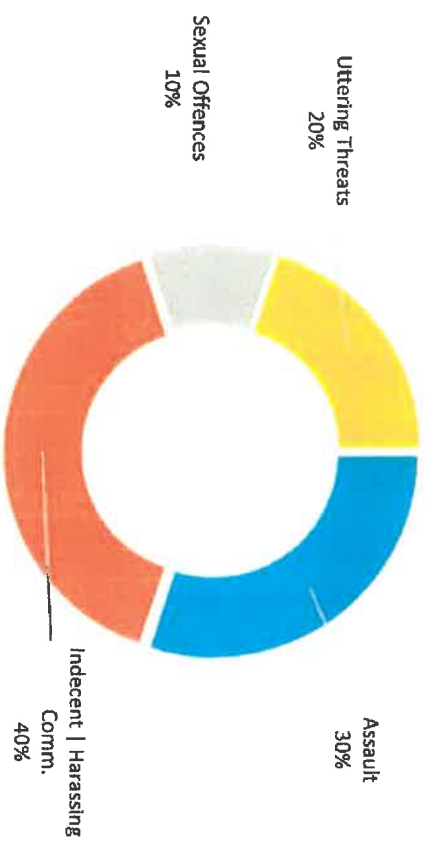
174 Founded/SUI of 189 Total Occurrences



Royal Canadian Mounted Police  
Gendarmarie royale du Canada

# Occurrences - Person Crimes

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



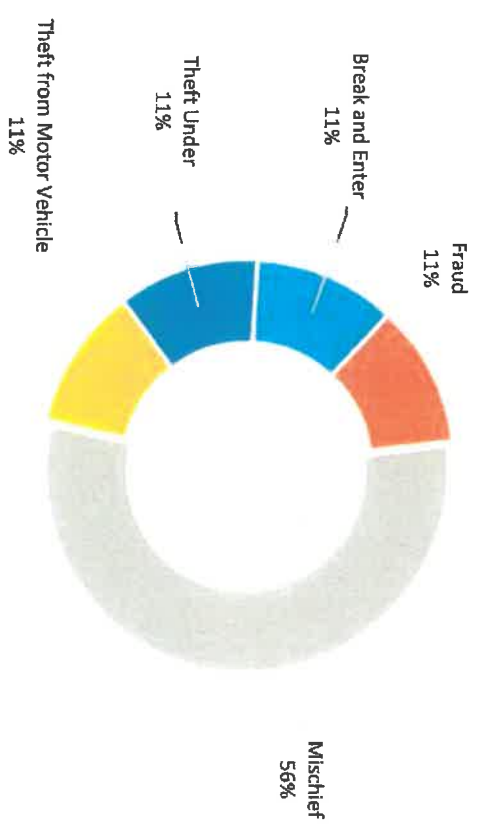
10 Founded/SUI of 189 Total Occurrences



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# Occurrences - Property Crime

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



9 Founded/SUI of 189 Total Occurrences

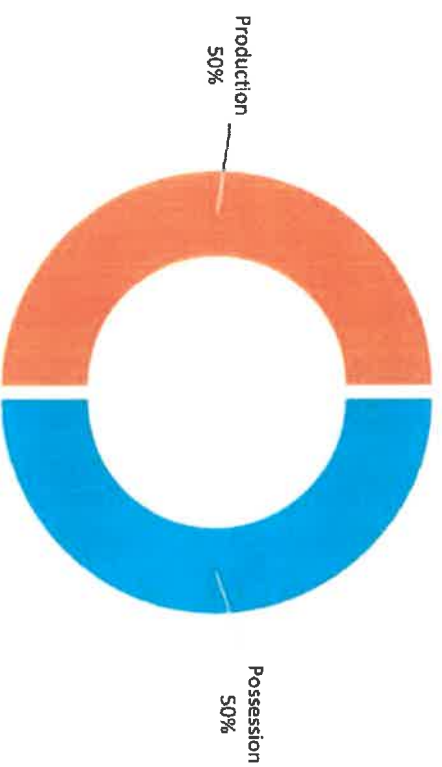


Royal Canadian Mounted Police  
Gendarmerie royale du Canada



# Occurrences - Drug Enforcement

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



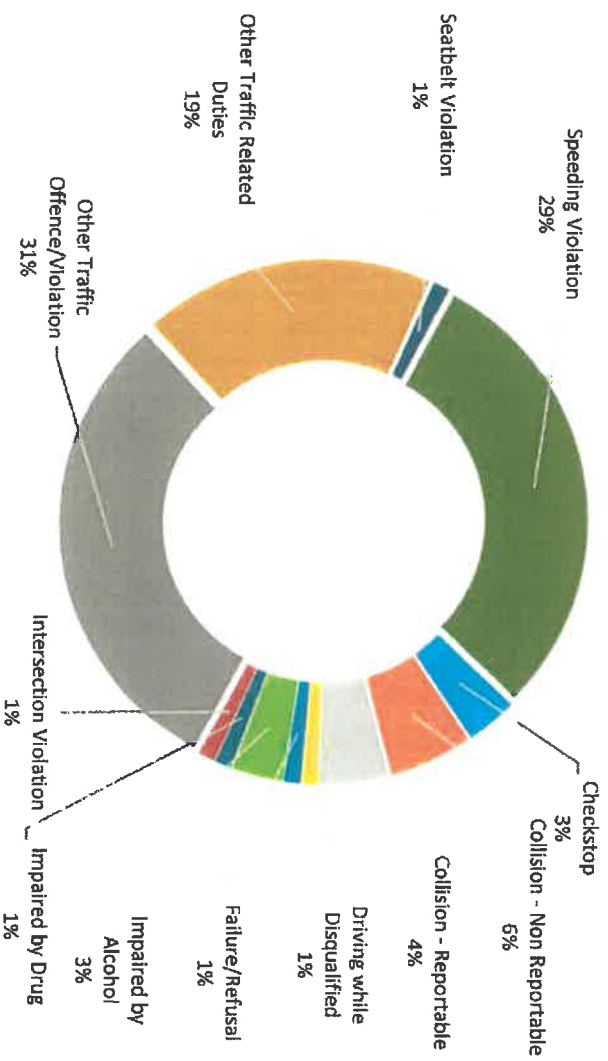
2 Founded/SUI of 189 Total Occurrences



Royal Canadian Mounted Police  
Gendarmérie royale du Canada

# Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement  
Queens District RCMP (Cornwall)  
October 2024



92 Founded/SUI of 189 Total Occurrences

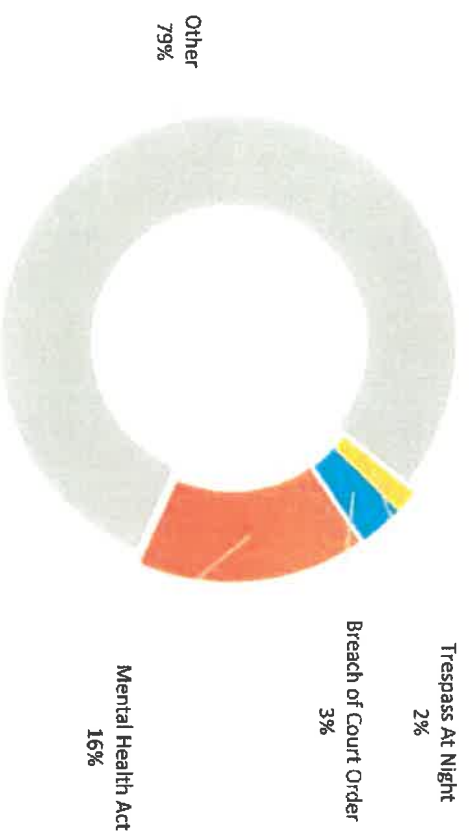


Royal Canadian Mounted Police  
Gendarmerie royale du Canada



# Occurrences - Other Occurrences

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



62 Founded/SUI of 189 Total Occurrences



Royal Canadian Mounted Police  
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# Summary Offence Tickets / Warnings / Defect Notices

Type	Sum of Fine Amount	Count of Charges
<b>Defect</b>		<b>1</b>
Defect Notice		1
<b>Ticket</b>		<b>43</b>
11(1)(b) Driving passenger vehicle while registration expired	\$750.00	3
15(1) Cannabis in possession of person with care and control of vehicle or boat	\$250.00	1
176(3)(b)(i) Speeding: 29 km /hr or less over limit	\$3,776.00	29
176(3)(b)(ii) Speeding from 30-49 km/hr over limit	\$214.00	1
19(1)(a) Operating vehicle with invalid inspection sticker	\$600.00	4
271(1) Driving motor vehicle while license suspended or cancelled	\$500.00	2
290 General offence provision to do anything contrary to the Act and regulations or failing to perform any act required by the Act or regulations	\$150.00	1
68 Driving without being licensed to drive or with a license that is expired or invalid	\$150.00	1
92(2) Driver failing to wear seatbelt, as required by subsection 92(4.1)	\$250.00	1
<b>Total</b>	<b>\$6,640.00</b>	<b>75</b>
<b>Warning</b>		<b>31</b>
10(1.2) Failing to produce driver's license, registration permit, and to submit to an inspection		1
11(1)(b) Driving passenger vehicle while registration expired		7
167(5)(a) Failing to stop on red light or "stop" signal at intersection		1
176(2)(e) Speeding in municipality		2
176(3)(b)(i) Speeding: 29 km /hr or less over limit		14
176(3)(b)(ii) Speeding from 30-49 km/hr over limit		2
19(1)(a) Operating vehicle with invalid inspection sticker		1
21(3.1) Operating vehicle with all or part of number plate concealed or rendered illegible by a covering, device, sticker, inscription, sign or other thing		2
92(2) Driver failing to wear seatbelt, as required by subsection 92(4.1)		1



Royal Canadian Mounted Police  
Gendarmerie royale  
du Canada





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

UNCLASSIFIED

Current as of: 2024-11-06

Occurrence Type and Sub-Type	Target Month			Year to Month		
	Oct 2024	Oct 2023	Oct 2022	2024	2023	2022
<b>Crimes Against Persons</b>						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	1	1	0	7	12	8
Assault	3	2	2	26	28	19
Kidnapping/Hostage/Abduction	0	0	0	1	1	0
Robbery	0	0	0	0	1	0
Extortion / Intimidation	0	0	0	1	2	0
Criminal Harassment	0	1	3	6	5	10
Indecent   Harassing Comm.	4	0	1	31	7	24
Uttering Threats	2	0	1	15	12	10
<b>Property Crime</b>						
Arson	0	0	0	1	1	0
Break and Enter	1	3	0	6	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	1	3	7	25	33	39
Shoplifting	0	0	0	3	4	1
Theft (mail, bicycle, et al)	0	0	0	1	1	2
Theft from Motor Vehicle	1	2	0	6	10	4
Possession of Stolen Goods	0	2	0	1	2	2
Fraud	1	3	0	26	23	17
Identity Theft	0	0	0	0	1	0
Mischief	5	10	9	88	109	72
<b>Drug Enforcement</b>						
Possession	1	0	0	4	0	0
Trafficking	0	0	0	2	5	0
Import/Export	0	0	0	0	0	0
Production	1	0	0	1	0	0
Other	0	1	0	10	7	3
<b>Traffic</b>						
Dangerous Op of MV	0	0	0	0	5	2
Impaired by Alcohol	3	1	4	16	15	20
Impaired by Alcohol & Drug	0	0	0	3	1	1
Impaired by Drug	1	1	0	9	15	8
Failure/Refusal	1	0	1	2	3	2
Driving while Disqualified	1	1	0	11	11	8
Fail to Stop or Remain	0	0	0	4	3	1

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

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



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

UNCLASSIFIED

Current as of: 2024-11-06

Incident Type	2024	2023	2022	2021	2020	2019
Seatbelt Violation	1	0	0	6	4	15
Intersection Violation	1	0	0	6	4	8
Speeding Violation	27	8	21	310	117	215
Insurance Violation	0	0	0	0	0	0
Road Side Suspension (Alcohol)	0	2	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	0	1	0	7	3	0
Collision - Reportable	4	2	1	24	32	21
Collision - Non Reportable	5	3	4	26	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	28	28	29	355	462	325
Other Traffic Related Duties	17	0	0	95	2	2
Checkstop	3	0	0	23	7	7
<b>Other</b>						
911 Call	0	7	1	22	46	30
Breach of Court Order	2	4	2	21	9	10
Liquor Act	0	0	1	3	9	8
Mental Health Act	10	2	3	72	48	56
Missing Person	0	1	0	9	9	7
Municipal Bylaw - Other	0	1	0	0	3	6
<sup>1</sup> Other	49	18	29	327	289	341
Suspicious P V P	0	0	4	1	23	53
Trespass At Night	1	0	0	6	1	1
<b>Total Founded &amp; SUI Occurrences</b>	<b>175</b>	<b>108</b>	<b>123</b>	<b>1,629</b>	<b>1,446</b>	<b>1,409</b>
<b>Total Occurrences*</b>	<b>189</b>	<b>123</b>	<b>128</b>	<b>1,744</b>	<b>1,561</b>	<b>1,473</b>

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

\*Includes Unfounded and Unsubstantiated

## **PEI BYLAW ENFORCEMENT**

### **TOWN OF CORNWALL BYLAW REPORT October, 2024.**

- Patrolling and monitoring open files.
- Oct 04 – NOV issued to #21 Jessie St. for unsightly back yard. To remove all unwanted furniture and wood from property.
- NOV issued to #68 Falcon Dr. To remove pile of old wood from driveway. Been there for over a year.
- Sizzler has been totally cleaned up.
- Oct 11 – Nov issued to #23 John St. To remove all unwanted bags of garbage and debris from property.
- Oct 18 – No new files.
- Oct 25 – No new files.

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

**PEI Bylaw Enforcement**

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

**902-218-7045**

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

Category	Last Month YTD	October	YTD
By-Law Cases - New	9	0	9
By-Law Cases - Closed	8	0	8
Humane - New	9	2	11
Humane - Closed	6	2	8
Dog Act - New	5	0	5
Dog Act Closed	5	0	5
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	3	1	4
Stray Cats Returned to Owner	2	1	3
Community Patrols	114	17	131
Licenses Issued	6	1	7
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
<b>Total</b>	<b>167</b>	<b>24</b>	<b>191</b>

**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
		<b>Total</b>	<b><u>\$0.00</u></b>



# **TOWN OF CORNWALL**

## **RESOLUTION**

**DATE:** November 27, 2024

**DEPARTMENT:** Municipal and Emergency Services

**MOTION NUMBER:** MES-06-2024 Provincial Transit Coordination

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Judy Herlihy**

**Seconded by Councillor** \_\_\_\_\_ **Corey Frizzell**

**Be it Resolved:** That the Town of Cornwall Council directs town administration to engage with Province of Prince Edward Island staff to explore options regarding a potential province wide transit governance framework.

**TOWN OF CORNWALL  
PARKS & RECREATION COMMITTEE MEETING  
Wednesday November 19<sup>th</sup>, 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  
**Council:** Councillor Elaine Barnes

**1) Call to Order**

Chair Cory Stevenson called the meeting to order at 4:31 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 Mayor McCourt that the agenda be approved.

**CARRIED**

**4) Disclosure of Conflict of Interest**

NIL

**5) Approval of Minutes**

It was moved by Councillor Campbell and seconded by Mayor McCourt that the minutes of October 9<sup>th</sup>, 2024 be approved with some minor corrections.

**CARRIED**

**6) BUSINESS ARISING FROM THE MINUTES**

- a) Chair Stevenson requested an update regarding an accessible bench for the Commemorative Bench Program. Kim noted that she had not located an accessible bench. Chair Stevenson will reach out to Johnathon Good to see if he had an example of an accessible bench.
- b) Chair Stevenson noted that the 55+ games are coming up soon and asked if there was any progress started toward planning the games. Kim reported that a meeting with the 55+ Games committee has been scheduled for November 14<sup>th</sup> to get the planning started.
- c) Chair Stevenson confirmed that Ernie Stavert would be invited to the December Council meeting to be presented with a plaque commemorating his community work.

**7) NEW BUSINESS**

a) **Events**

i. Recap Halloween

- Chair Stevenson noted that there was great feedback from the Haunted Trail event and thanked staff for the effort they put into this annual event.

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

- The youth dance had approximately 50 youth in attendance
  - The family trail event in the afternoon had a much higher attendance than the previous year. Staff ran out of pre-made treat bags, but treats were left from games and these were given out once the treat bags were gone.
  - For 2025, the plan is to aim to put together 500 treat bags.
  - Councillor Barnes suggested using Town of Cornwall branded bags for the treat bags. Further discussion noted that stickers, pencils and other branded items could also be given out in the treat bags.
  - The later scary trail event seemed to have fewer in attendance than previous years.
  - Entry to both trails was by donation and the total raised was approximately \$2014.00.
- ii. Veterans Dinner
1. Alan Crane, president of the Kingston Legion, complimented staff and thanked them for such a wonderful event.
  2. Kim updated the committee that we received funding for the dinner through Veterans Affairs. This funding covers food, the hall rental, entertainment, sound equipment (if needed).
  3. The purchase of small items to give veterans was discussed.
  4. Mayor McCourt suggested purchasing a banner to set up in the foyer of Town Hall leading up to Remembrance Day.
  5. The after school camp wrote letters to the veterans, and decorated wrappers that were placed on chocolate bars for the veterans. All was well received.
- iii. Breakfast with Santa
1. This was originally slated for the APM Centre. There have been talks with both the Lions Club and the APM Centre in the past week about the logistics of holding the breakfast at the APM Centre.
  2. The main challenges are the kitchen does not have a griddle big enough to cook the number of pancakes needed, and the Lions Club griddle would have to be transported to the APM Centre. The Lions Club members normally arrive at the Civic Centre at 3:00am to cook sausages and they are not able to do that at the APM Centre.
  3. It was discussed and decided that the Breakfast with Santa would be held at the Civic Centre with a few modifications
    - The Town will purchase additional countertop griddles to speed up the cooking of pancakes.
    - Santa would be relocated to the front room so the senior's room could be used for more seating.
    - Councillor Campbell and Chair Stevenson offered help in cooking the pancakes.
    - Children would receive one pancake and 1 sausage and adults would receive 2 pancakes and 2 sausages.
    - It was noted that the Christmas trees at the Civic Centre should be replaced with larger trees and have signs stating they were decorated by the children in the After School Camp.
- iv. Review of Upcoming Holiday Events
1. Kim presented the Committee with a draft of the upcoming Holiday Events.

2. The location of the Trivia was discussed, and Sam's Restaurant will host the event. Kim will reach out to see who will be taking the registration for the event.
3. Seniors Christmas Dinner has 125 people registered with 14 on the waitlist. Staff is working with Ernie Stavert to see if we can have extra seating in the Seniors room to accommodate an additional 40 people. The maximum number of people Sam's could cater for is 165. The cost for seniors in 2023 was \$10/plate. And it was noted that we would like to keep the cost the same for this year even though the cost of the meal has gone up. Kim is looking for a sponsor for the meal to keep the cost the same. In 2023 Jamie Fox sponsored the dinner. The idea of a second day and caterer for that day was discussed.
4. The past participants of the Parade have been contacted. There has been interest, but no registrations yet. The security company for the day has been contacted and staff has reviewed gaps in the coverage to keep traffic from getting on to Main St., the Esso will be contacted as well as other businesses along the route. Highways has been contacted and the closure of Main St has been approved. Following the parade, there will be an outdoor event at Town Hall which will include soup, hot chocolate, and popcorn.
5. Councillor Campbell suggested that we combine the parade and the tree lighting events to reduce the load on staff. It was noted that since the parade is normally held mid December, it would be too late in the month for the tree lighting.
6. The movie night is scheduled for December 17, and it was requested that we advertise the movie in the posts leading up to the night so families can decide if they would like to go. A new screen has been purchased for movie nights as well as other occasions as needed.
7. The Holiday Light Tour was discussed. It tours Cornwall to the locations of the houses registered for the Holiday Decorating Contest.
8. It was requested that the greeting 'Merry Christmas and Happy Holidays' be added to the bottom of the flyer.

**b) Programs Updates**

- i. **After School Camp**
  1. 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. Kim noted there is a new school aged kids program starting at the West River United Church and an Early Learning Program at the Dutch Inn.
- ii. **Fall Program Updates**
  1. A new Hiking program was started this past month.
  2. There is still a high demand for pickleball programs and space.
  3. Creative movement started last weekend with 11 registered.
  4. Birthday parties remain popular.
  5. Pilates started the second session.
- iii. **New Horizons Senior Program Funding**
  1. There are 2 streams of funding. We applied for the general New Horizon Funding and were approved for \$25,000. This funding was put towards:
    - Senior's lunches
    - Active programs (chair yoga, ball fitness, walking class, etc.)

- Time for Tech – this is new program teaches seniors about computer use with focus on cyber safety, email, etc.
- 2. It was noted that a resource book was being created as well with the funding received.
- 3. The second funding stream is the Pan-American stream that would supply more money. The application was completed, but not approved.

c) **Facilities**

- i. Terry Fox Sports Complex – Monthly Usage Update
  - 1. The usage was reported in Kim’s Managers report.
  - 2. The Complex is now officially closed for the season.
- ii. Light Project Update at Terry Fox Sport Complex
  - 1. Kim met with the contractor. The wiring has all been completed. The company was waiting on some engineer drawings for the footings required or the light standards. These will be poured soon. The lights themselves are approximately 16 weeks out from delivery. The fittings will be in place before winter, but the lights may not be installed until the spring.
- iii. Facility Rentals
  - 1. Councillor Barnes asked for clarification on the contracts that groups are to sign when renting the facilities. The concern was for the new turf and if we would have to update the terms of use. Kim clarified that the current contract includes restrictions on the turf use that consist of:
    - a. No chairs
    - b. No Seeds
    - c. No dogs
    - d. No gum
- iv. Food Service/Permits
  - 1. Kim was in contact with the Department of Environment to see if organizations required a food permit to sell hotdogs. It was confirmed that they do require a food safety permit to serve hotdogs. The facility contracts will be updated to include the need to supply a copy of their food permit if they intend to have a barbeque.

8) **OTHER**

- i. Mascot Naming
  - 1. A list of the names suggested by residents through Facebook as well as at Cornfest events was circulated to the Committee. Each committee member was asked to review the names and bring their top five names to the next meeting in January.
- ii. Batting Cage
  - 1. CAMBA is going to pay for one batting cage to be completed this year at the upper field and will leave the one at the lower field for the Town to complete.
  - 2. For the second batting cage, Softball will confirm their contribution of \$2,500.
- iii. Canada Day Fireworks
  - 1. Kim was communicating with FireworksFX about quieter fireworks. The discussion was to request some smaller shells that would make less noise for the show.
- iv. Park Upgrade –

1. MacPhail Park – this project has been completed. Kim provided photo updates to the committee. The equipment was installed by town staff.
2. 2025 playground considerations –
  1. The waterfront space in Primrose Point was discussed as a possible future development. It was noted that this property was missing from the inventory document and should be added for future development.
  2. The Parks and Playspace Inventory Draft was presented to the committee for review. The committee was asked to review it and select their top parks. Kim noted that Lowther Park was in need of a new playground structure. Councillor Campbell noted Town and Country Park as a location that could be considered for outdoor exercise equipment. Councillor Campbell also suggested some simple shelters (posts in the ground and a roof) to provide shade or shelter from rain. It was noted that the park at the Civic Centre would be a better location as it is well lit and more central. Kim will look into the cost of the exercise equipment.
  3. Parks and Recreation staff Regularly (every week or two) check parks for damage and needed repairs.

9) **IN CAMERA**  
NIL

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, January 8<sup>th</sup>, 2024, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 7:00pm

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

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**Kim Meunier**  
Manager, Parks and Recreation

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

**Events.**

- **Halloween Events Recap**
  - **Youth Halloween Dance Party:**
    - This event will be held on October 25<sup>th</sup> at the Cornwall Civic Centre.
    - There were approximately 50 youth in attendance.
    - Prizes were awarded for best costumes.
    - Donations were made to the food bank.
  - **Children's Trick or Treat Event**
    - This event ran from 4:00pm – 5:30pm included the children being dressed in costume and they had the option to participate in games which included the Witch's Hat and Pumpkin Golf.
    - The children could then begin the scavenger hunt through Hyde Park trail locating a variety of Halloween items. As they worked their way through the trail, they also had the opportunity to participate in the Halloween Guessing Game with food.
    - At the end of the trail, children could turn in their completed scavenger hunt sheet for a treat bag. There were over 500 people who attended this portion of the event. There were 325 treat bags made, and staff had to retrieve more treats.
    - Recommendation for next year to increase to 500 treat bags.
  - **Haunted Woods**
    - This event ran from 6:30pm – 8:00pm and catered to more of those who liked a good scare.
    - The event had participants winding their way through the woods with several live actors throughout the trail.
    - There were several volunteers who assisted us in making this event successful, including two local hockey teams who dressed the part and done a great job, providing scares.
    - There were approximately 200 people who attended this event.
    - This year the total raised to support families was \$ 2,014.00 which was up from 2023 at \$ 1900.00.
- **Veterans Dinner**
  - The event will be held this year on November 9<sup>th</sup>, 2024, at the Kingston Legion.
  - To date, there is a total of 117 guests confirmed to attend.

## Camps Update

### After School Camp

- After School Camp at the Cornwall Civic Centre
  - 65 children registered
  - Children in the program experience outdoor activities such as River Banks and Boats, Grounders, basketball, and variety of tag games.
  - Children also get to explore their creative side with lots of crafts, dancing, and baking in the kitchen.
  
- The Sports & Adventure program
  - 28 children registered
  - Children get to play a variety of sports such as soccer, baseball, tennis, basketball and more.

### Fall Programs

- Seniors Lunch continues to have good attendance. Each week averaging between 70 – 80 participants. October lunches included
- Indoor Pickleball – The Town is offering two beginner pickleball classes, senior pickleball classes - twice per week, an intermediate class, and a teen pickleball class. Most of the classes are full.
- Washer Toss has started, so far but we have been having 8-10 each week that game is played indoors 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.
- Kids in the Kitchen: This program is held Tuesdays from 5:30 pm to 6:45 pm. There are 8 registered in this session.
- Baking for Kids: This program is on Wednesdays from 5:30 pm to 6:45pm. We currently have 13 registered for the program.
- Youth Dodgeball – The Town is offering two different programs at the same time. One for ages 7 – 9-year-olds, and one for 10 – 12 years old. We have a total of 19 participants registered in the two classes.
- Youth Multisport- Began October 15 at Westwood, each Tuesday from 5:30-6:30pm, this program has 10 kids registered, and each week, the participants play 1 new sport and sometimes a second activity before the session is done.
- Hiking Program- Began October 19, each Saturday until November 23, this program has utilized trails at Bonshaw and Strathgartney for the walks. There are approximately 15 people are registered for the program, with an average of 10 attending each week. The walks are for one hour, and guided by Lucas
- 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 now have 18 people registered.





# TOWN OF CORNWALL

## RESOLUTION

**DATE: November 27, 2024**

**DEPARTMENT: Parks and Recreation**

**MOTION NUMBER: PR-12-2024 Sweetheart Tournament Donation**

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Steven Campbell**

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

**Whereas:** The North River Minor Hockey Association will host the 17<sup>th</sup> annual Sweetheart Hockey Tournament in February 2025, and the Town of Cornwall annually contributes toward the tournament and desires to continue to do so;

**Therefore, be it Resolved:** That the Town of Cornwall donate \$500 to the 17<sup>th</sup> annual North River Minor Hockey Association Sweetheart Tournament.

**Town of Cornwall  
Planning Committee Meeting  
November 6, 2024 at 4:30 PM**

**Attendance:** Deputy Mayor Jill MacIsaac, Steven Campbell, and Corey Frizzell  
**Staff:** CAO Kevin Coady, Spencer Hay, Emma Hicks  
**Regrets:** Mayor Minerva McCourt  
**Public:** 1

**1) CALL TO ORDER**

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

**2) LAND ACKNOWLEDGEMENT**

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

**3) APPROVAL OF AGENDA**

Councillor MacIsaac added Street Naming as item 7(d). It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as amended  
**CARRIED**

**4) DISCLOSURE OF CONFLICT OF INTEREST**

NIL

**5) APPROVAL OF MINUTES**

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of September 4, 2024, be approved as read.  
**CARRIED**

**6) BUSINESS ARISING FROM THE MINUTES**

**a) Scottsview Meadows Subdivision – Housing Accelerator Fund Application**

The Developers have requested an opportunity to speak at Committee of Council to discuss their request for Housing Accelerator Funding. The same request has been included on Planning Committee twice. Staff advised they asked the Developer to provide Council with information on their plan for developing units. Councillor MacIsaac commented that the discussion of funding can be postponed until the new year. Councillor Frizzell requested permitting numbers and targets relating to the Housing Accelerator Fund commitments, and staff advised they will provide for Committee of Council discussion.

**7) NEW BUSINESS**

**a) PID 613174 York Point Road – Amended Development Concept & Special Permit**

Staff advised that the Applicant has submitted a revised concept for two (2) buildings instead of one (1) contiguous building. The original concept was granted Special Permit Approval, and this revised concept of two (2) buildings requires another approval. Staff advised they do not have a revised site plan yet but advised the Applicant to provide for Committee of Council discussions. Councillor Campbell asked if there are any concerns going from one building to two buildings. Staff advised that multiple main buildings are allowed in the C1 Zone and doesn't change the development requirements. Councillor Frizzell asked about parking requirements for two buildings. Staff advised that parking

requirements are based on units, and each building will have to provide adequate parking, to be determined once site plan and final drawings are provided.

**b) PID 624999 Farm Lane – Amended Subdivision Concept & Preliminary Subdivision**

The Applicant received Preliminary Subdivision Approval for 18 Lots, and that approval has expired. The Applicant has submitted a new subdivision application for a two (2) Lot Subdivision with Reduced Frontage. Staff advised that this application does not require a central water system, as was required with the 18 Lot subdivision. Councillor MacIsaac asked about a Parkland Dedication Requirement, staff advised the requirement is for four (4) or more lots.

*It was moved by Councillor Campbell and seconded by Councillor Frizzell to recommend Council approves the Subdivision and Reduced Frontage Application*

**c) Part of PID 246520 Eagle Drive – Reduced frontage Subdivision Application**

Subdivision Application received to sever a lot from PID 246520 for a single-detached dwelling and front on Eagle Drive. Staff advised that the proposed access is currently a stub-road off Eagle Drive. In order to provide access, the Province needs to decommission that portion of the stub-road, transfer 1/3 ownership to the surrounding residents. Staff advised that if decommissioned, it would result in a Reduced Frontage Subdivision application. Councillor Frizzell expressed concern that this is a waterfront lot with wildlife, and buffer zone requirements, Staff advised that the applicant will request a Coastal Hazard Assessment from the Province, which will help staff establish buffer zone setbacks at the development permit stage. Councillor MacIsaac commented that the applicant proposes a single-detached dwelling, that many lots on Waterview Drive are waterfront lots and are smaller in size. Staff advised the item will come back to Committee once the Province has determined decommission and division of the stub-road.

**d) Street Naming – Martha’s Lane**

A new cul-de-sac is being constructed to facilitate the three (3) Multiple Unit Dwellings being developed at the corner of Kingston Road and Warren Grove Road. Staff advised that the developer has submitted a request to name the street “Martha’s Lane”.

*It was moved by Councillor MacIsaac and seconded by Councillor Campbell to recommend that Council approve the Street Name.*

**8) OTHER BUSINESS**

NIL

**9) IN-CAMERA**

NIL

**10) NEXT MEETING**

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

**11) ADJOURNMENT**

Meeting adjourned at 5:38pm.

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

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**Spencer Hay**  
Manager, Planning & Development



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** November 27, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-41-2024  
Special Permit Use – Apartment Dwelling  
Lot 23-1 York Point Road (PID 613174)

**MOTION CARRIED** \_\_\_\_\_  
**MOTION LOST** \_\_\_\_\_  
**MOTION WITHDRAWN** \_\_\_\_\_

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

**Whereas:** The Town received a Development Permit Application on June 3, 2024, for a three (3) storey 85-unit Apartment Dwelling at Lot 23-1, being a PID 613174, which is zoned General Commercial (C1), and was granted Special Permit Approval by Council Resolution PL-17-2024.

**And Whereas:** A revised Development concept was received for two (2) four (4) storey Apartment Dwellings, with up to 85 units total.

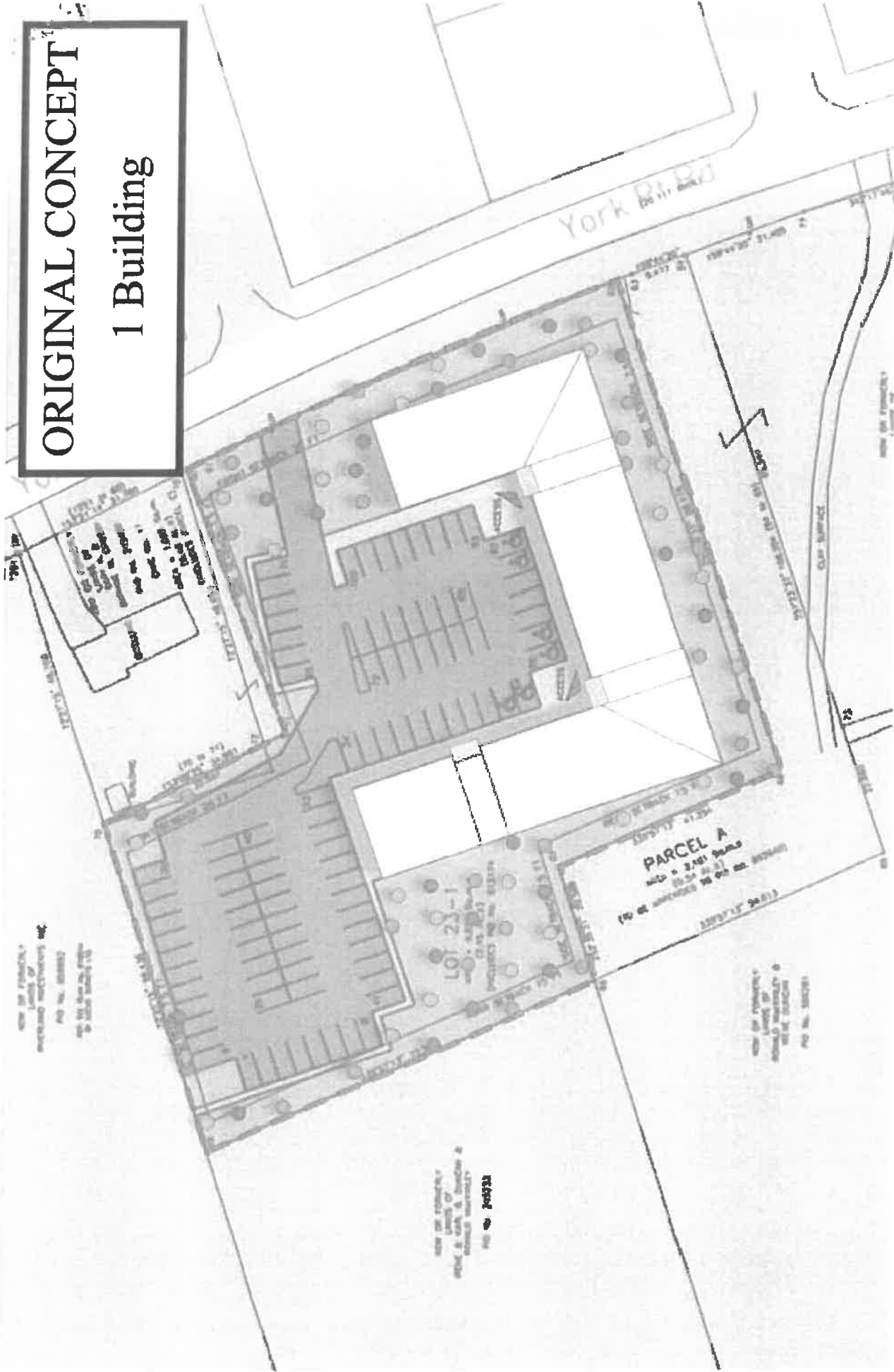
**And Whereas:** Apartment Dwellings are a Special Permit Use in the General Commercial (C1) Zone pursuant to Section 14.3.1 of the *Zoning & Subdivision Control (Development) Bylaw #422*.

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

**Therefore, be it Resolved:** That Council grant approval of a Special Permit Use to allow two (2)-four (4) storey Apartment Dwellings, with up to 85 units, at Lot 23-1 York Point Road, being PID 613174, subject to the Town receiving plans that meet all requirements of *Zoning & Subdivision Control (Development) Bylaw #422* and the developer entering into a Development Agreement with the Town.

ORIGINAL CONCEPT

1 Building

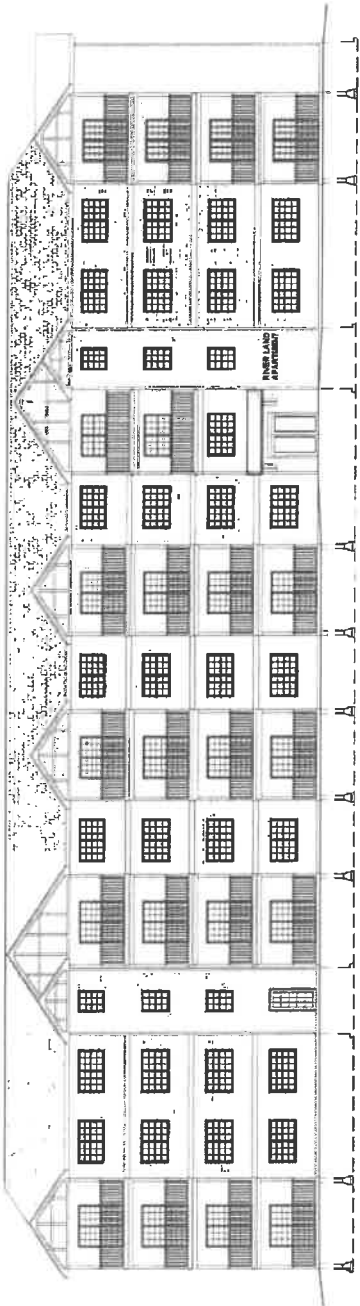


# RIVERLAND CORNWALL APARTMENTS

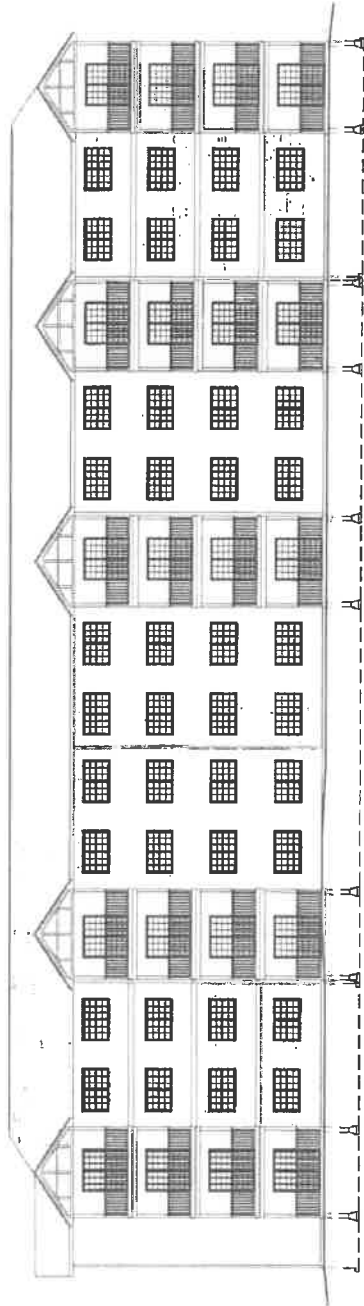
Massing Studies  
2024.05.31







FRONT ELEVATION  
SCALE: 1/8" = 1'-0"



REAR ELEVATION  
SCALE: 1/8" = 1'-0"

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RIVERLAND APARTMENT  
 BUILDING

ELEVATIONS

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# TOWN OF CORNWALL

## RESOLUTION

**DATE:** November 27, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-42-2024  
Subdivision Application – 2 Lots, Reduced Frontage  
PID 624999 Farm Lane

**MOTION CARRIED** \_\_\_\_\_  
**MOTION LOST** \_\_\_\_\_  
**MOTION WITHDRAWN** \_\_\_\_\_

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

**Whereas:** The Town received an application to subdivide two (2) Lots with reduced frontage from PID 624999 Farm Lane, as shown on Drawing No. 23047.108 prepared by Morris Geomatics & Engineering Ltd. dated September 10, 2024.

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

**And Whereas:** Council approval is required for reduced frontage lots pursuant to Section 23.4 of the Bylaw.

**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 subdivide two (2) Lots, each with reduced frontage of 21.2m, from PID 624999 Farm Lane, subject to receiving the finalized subdivision plan for approval.





# **TOWN OF CORNWALL**

## **RESOLUTION**

**DATE:** November 27, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-43-2023 – New Street Name  
“Martha Lane”

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

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

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

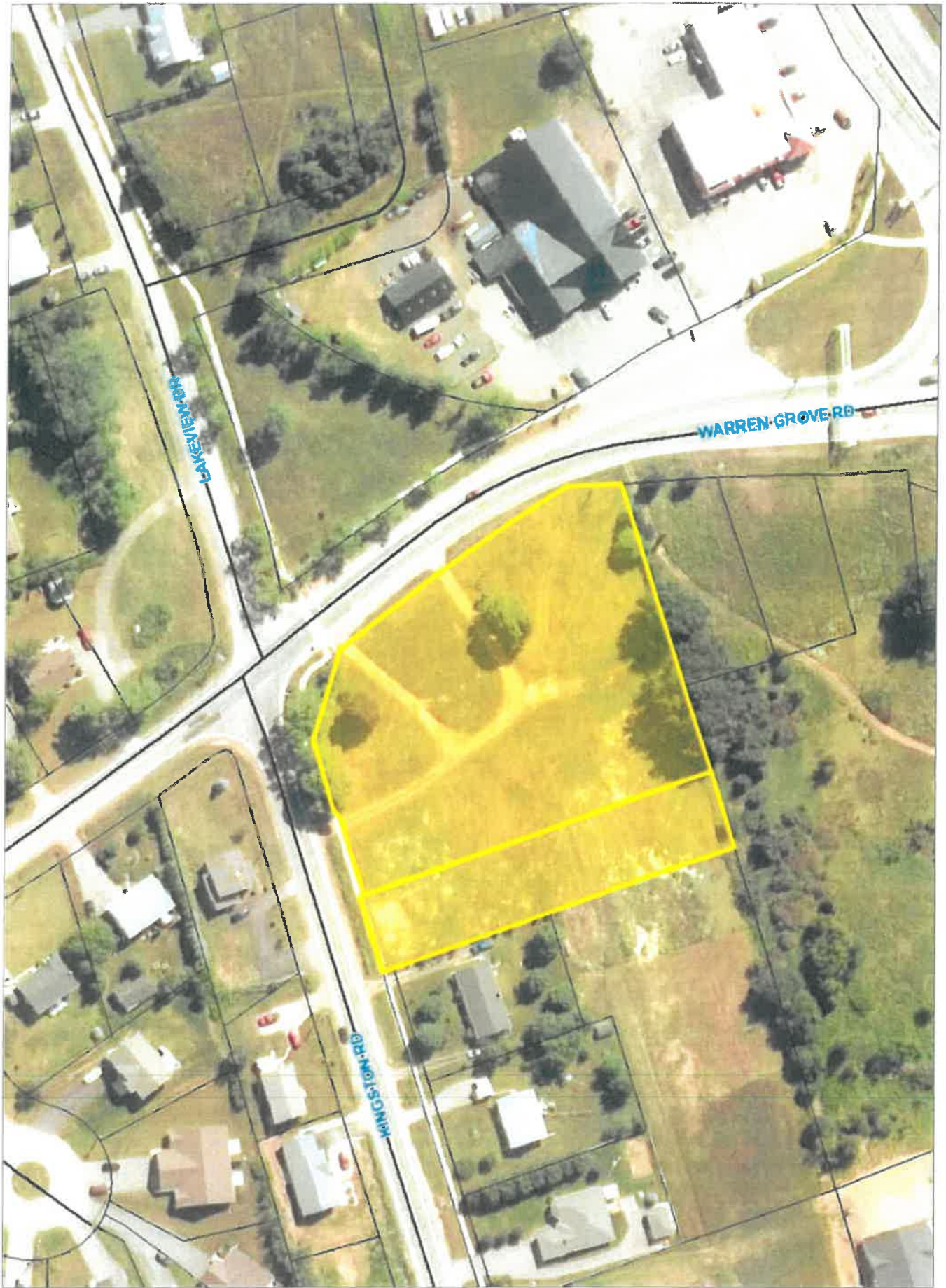
**Moved by Councillor** \_\_\_\_\_ **Jill MacIsaac**

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

**Whereas:** The Town received a request to name a new street “Martha Lane”, which extends from the south side of Kingston Road.

**And Whereas:** the Town of Cornwall is responsible to assign street names and civic address pursuant to the *Emergency 911 Act* and the Town of Cornwall *Street Naming and Numbering Bylaw #701*.

**Therefore, be it Resolved:** that Council approve the name of the new street as “Martha Lane”.





# TOWN OF CORNWALL

## RESOLUTION

**DATE:** November 27, 2024  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-44-2024  
**102820 PEI Inc. - Housing Accelerator Fund Proposal**  
**Scottsview Meadows Subdivision – Phase 2**

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

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

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

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

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

**Whereas:** The Town received a proposal for funding under the Housing Accelerator Fund from 102820 PEI Inc. (the “Developer”) related to the development of Scottsview Meadows Subdivision Phase 2, being a part of PID 1148626.

**And Whereas:** Scottsview Meadows Subdivision Phase 2 was granted Preliminary Approval by Council Resolution PL-30-2024; which subdivision concept proposes 23 Lots with apartment dwellings, multiple unit dwellings, and single detached dwellings, totalling 205 units.

**And Whereas:** Council has considered the Housing Accelerator Fund (HAF) requirements and funding parameters to support housing in the Town.

**Therefore, Be it Resolved:** That Council grant approval for a commitment of \$400,000.00 of Housing Accelerator Funding to the Developer for the purpose of assisting with water and sewer infrastructure installation and road construction to be dispersed subject to the following:

- a) The Developer entering into an appropriate funding agreement with the Town;
- b) The Developer entering into respective Subdivision and Development Agreements with the Town related to Preliminary Subdivision Approval;
- c) \$400,000.00 paid to the Developer at such time that the streets identified on the plan as “Future Heatherway Drive Extension” and “Street F” and “Street T” are transferred to the Province.



KEY PLAN N.E.S.

**LEGEND**

- LANDS GOVT. WITH BY THIS PLAN
- FORCE LINE
- SINGLE FAMILY ZONING
- PROPOSED REQUIREMENTS
- PROPOSED SEWER MAIN

**NOTES**

1. LOT DIMENSIONS ARE GIVEN IN FEET.
2. EXISTING IMPROVEMENTS (SEWER, WATER, GAS, ELECTRICITY, TELEPHONE, CABLE, SATELLITE AND WIRELESS) ARE SHOWN AS NOTED. EXISTING UTILITIES ARE SHOWN AS NOTED. EXISTING UTILITIES ARE SHOWN AS NOTED.
3. PHASE 1, TOTAL AREA 10,117 SQUARE METRES (11.87 ACRES).
4. PHASE 2, TOTAL AREA 14,314 SQUARE METRES (16.87 ACRES).
5. TOTAL AREA OF DEVELOPMENT: 24,431 SQUARE METRES (61.74 ACRES).
6. TOTAL AREA OF 15 LOTS.
7. TOTAL AREA OF 15 LOTS.
8. TOTAL AREA OF 15 LOTS.
9. TOTAL AREA OF 15 LOTS.
10. TOTAL AREA OF 15 LOTS.

**SANDSTONE**  
 SURVEYING AND ENGINEERING  
 250 MAIN STREET, PO BOX 100, CORNWALL, P.E.I. C0A 1H0  
 T: 902-334-2949  
 info@sandstoneengineering.ca

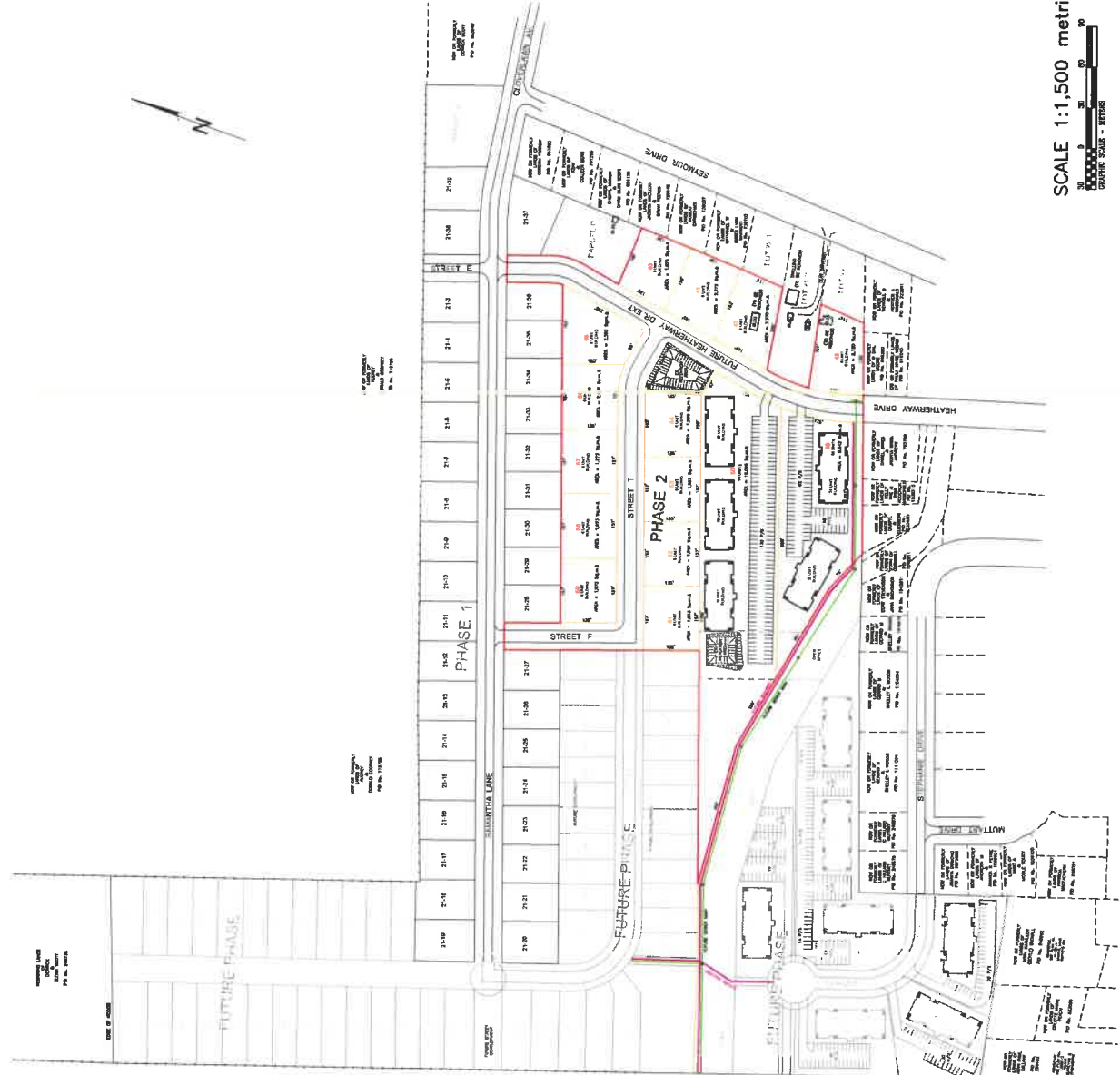
CONCEPT PLAN SHOWING  
**PHASE 2,**  
 Scottsview Meadows

CORNWALL  
 QUEENS COUNTY  
 DRAWN BY: DW  
 DRAWING NO.: 2403B-CPB

PREPARED BY:

PRELIMINARY  
 MAY 2, 2024  
 REV. J.S. CALDWELL P.E.I. L.S. SURVEYOR

SCALE 1:1,500 metric



**TOWN OF CORNWALL  
UTILITY COMMITTEE MEETING  
Monday, November 4<sup>th</sup>, 2024, at 4:30 PM**

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

Also: Billy Ramsay – Infrastructure Supervisor  
Kevin Coady – Chief Administrative Officer  
Tracey MacLean – Community/IT/HR Coordinator

**CALL TO ORDER**

The meeting was called to order at 4:31 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 Mayor McCourt and seconded by Deputy Mayor MacIsaac that the agenda be approved as circulated.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST Nil.**

**APPROVAL OF MINUTES**

It was moved by Mayor McCourt and seconded by Deputy Mayor MacIsaac that the Minutes of October 7, 2024, be approved.

**Motion Carried**

Councillor Stevenson arrived at 4:33pm

**PROJECT UPDATES – NEW WATER TOWER**

The Committee reviewed pictures of the water tower progress and were happy to see how things are moving along. Councillor Barnes noted that the paint and logo are included in the quoted cost. Supervisor Ramsay did not have any updates on completion timeline.

**CORNWALL ROAD EXTENSION OF SERVICES**

CAO Coady met with landowner Don Godfrey who has agreed to allow easement for services to save the Town from having to go back to Main Street. Samantha Lane developers have also agreed to allow access. Compensation to be determined at a later date. There was discussion on water line size requirements to allow for future development.

**KINGSTON ROAD- BOIL ORDER RECAP**

Supervisor Ramsay reported that the as soon as the incident occurred, staff hand delivered letters to make sure residents were notified and worked over the weekend to ensure that the impact was minimal. Water samples were brought in on Saturday and once given the all clear on Sunday, staff once again hand delivered letters to let people know that it was safe to use the water again. CAO Coady and the Committee thanked the staff for how well the situation was handled.

**PUBLIC INPUT**

The Town received an email requesting information on the installation of water meters as they feel some homes with multiple people consume more water than a single-family home. Manager Longmoore responded accordingly with information on why the Town has not moved in that direction. Councillor Barnes noted that there are frequent inquiries about meters.

**OTHER**

Councillor Barnes wondered if the Town should reach out to a business on Cornwall Rd that had previously inquired about services in the area now that talks for services are in the works. It was felt that the timeline would not work for this business as construction is already underway, but contact will be made.

**MEETING ADJOURNED**

Meeting adjourned at 4:56pm

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**ELAINE BARNES**  
CHAIR

---

**BILLY RAMSAY**  
INFRASTRUCTURE SUPERVISOR



# **TOWN OF CORNWALL**

## **RESOLUTION**

**DATE:** November 27, 2024

**COMMITTEE:** UTILITY (U)

**MOTION NUMBER:** U 07-2024 ~ Easement

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

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

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

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

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

**RESOLVED:**

**Whereas:** Options to provide adequate water pressure and flows to future development are limited in the town due to the sizing of existing watermains in the utility network, and for this reason easements across private property are sometimes necessary due to limitations on costs and best design practices;

**And Whereas:** There is a need for the Utility to provide sufficient water flow and pressure for future development along Cornwall Road by installing a new watermain across property located at PID 426031 and an easement is required to carry this out;

**Therefore, be it Resolved:** That the Town enter into an agreement to acquire an easement (approximately 200meters x 9meters) across property located at PID 426031 for the purposes of installing a new watermain, at a cost of \$25,000 for the easement which includes compensation for crop loss necessary and incidental to the installation of the water main in the 2025 construction season.

Thank You

Mayor McCourt, Councillor Stevenson  
Council Members and Staff

In regards to the Veterans Dinner

With sincere thanks

and appreciation, we enjoyed  
the dinner and all of your  
efforts to stage the event.

L. Col (Retired) Robert R. McArthur  
Mrs. Pauline R. McArthur

# Certificate of Appreciation



Presented to



*Town of Cornwall*

For supporting Prince Edward Island Command, The Royal Canadian Legion's "Veterans' Service Recognition Book - Volume Twenty One." Your recognition and support for Prince Edward Island's Veterans is sincerely appreciated. Thank you for your participation.

J.L. MacIsaac  
President

2024

THE ROYAL CANADIAN LEGION PRINCE EDWARD ISLAND COMMAND  
*"LEST WE FORGET"*