

**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 McConnell. Councillor Frizzell saw Chief McConnell 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) 2nd 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 25th and 26th 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