

TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday, March 12th, 2024, at 4:30 p.m.
~ A G E N D A ~

1. Call to Order
2. Land Acknowledgment
3. Approval of Agenda/Additions to Agenda
4. Disclosure of Conflict of Interest
5. Approval of Minutes – February 12, 2025
6. Business Arising from the minutes.
7. New Business
 - a) Events
 - i. Valentine’s Day Tea
 - ii. 55 Plus Games Recap
 - iii. Cornwall Birthday Celebrations
 - b) Programs
Programs Update
 - i. March Break
 - c) Facilities
 - i. Outdoor Rinks
 - ii. Terry Fox Sports Complex
8. Other Business
 - i. Stage for Civic Centre
 - ii. Parade float
 - iii. Events Review
 - iv. Outdoor Gazebo
 - v. Trails at Terry Fox Sports Complex
 - vi. Request from Bones & Biscuits - Sponsorship
9. Adjournment

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday February 12, 2025, at 4:30 PM**

Attendance: Councillor Steven Campbell (acting Chair), Mayor Minerva McCourt, Councillor Judy Herlihy
Staff: Parks and Recreation Manager Kim Meunier, Parks and Recreation Admin Jennifer Hanus, Corporate Services Manager Wendy MacKinnon
Regrets: Chair Cory Stevenson
Council:

1) Call to Order

Chair Steven Campbell called the meeting to order at 4:32pm.

2) Land Acknowledgement

Chair Campbell 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 Herlihy and seconded by Mayor McCourt that the agenda be approved. With the addition of the following:

8. vi. Budget items

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

Mayor McCourt asked for clarification on point 7.ii. The hiring of Dylan Cameron for the 55+Games and how that will impact the camps. Kim noted that during the Games, Matthew Landry will take over Dylan's position at the afterschool camp so that Dylan can focus on the games.

It was moved by Councillor Herlihy and seconded by Mayor McCourt that the minutes of January 15, 2025, be approved.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

7) NEW BUSINESS

a) **Events**

i. Snowfest

1. Snowfest took place from February 5, 2025 – February 9, 2025.

2. Events on February 5 were rescheduled to February 7 due to extreme cold. These events were then cancelled.
 3. Mild weather Friday February 7 led to the rinks closing for the day, this worked out well for the 3vs3 hockey tournament as the ice was in great condition for play.
 4. Most events were well attended apart from the Watch Party as the Canada-USA game was televised.
 5. A summary of the approximate attendance is:
 - a. Winter Warm Up (Sunday) – 70 people.
 - b. 3 vs 3 Hockey (Saturday) – 13 teams (up from 2024)
 - c. Chocolate Bar BINGO (Saturday) – 60 plus people
 - d. Sledding (Saturday) – 70 – 80 people depending on the time
 - e. Smores Hike (Saturday) – 30 people
 - f. Free Seniors Lunch – 110 people
 - g. Attendance at the Youth Dance was down.
 6. The dates for Snowfest were planned a week ahead of the weekend it was held in 2024 to avoid conflict the Sweetheart Tournament, however, the Sweetheart Tournament was also moved and was the same weekend.
 7. Councillor Campbell thanked all staff and volunteers for a well-run event weekend.
- ii. PEI 55+ Winter Games
1. The games are slated to start February 24, 2025.
 2. There is now a chair for every event.
 3. Councillor Campbell wondered what was required of the Town during the games. Kim noted that the individual events will be run by the chairs for those events and that Greg and Dylan will be helping as well.
- b) **Programs Updates**
- i. Winter Program Updates
 1. Mini Sticks program has been very popular with some media coverage for the program.
 2. All pickleball programs are currently full with waitlist started.
 - ii. March Break Camp
 1. The camp will be Olympic themed and there are currently 15 children enrolled.
- c) **Facilities**
- i. Outdoor Rinks
 1. The outdoor rinks opened January 24th.
 2. The only day to date that the rinks were closed was Friday February 7th.
 3. There have been a few issues with hockey sticks on the rink at Town Hall.
 4. Councillor Campbell asked if it was worth the staff time to operate 3 rinks, Kim noted that 100% yes three rinks are worth the effort.
 5. It was noted that there are 42 kids registered in the free learn to skate programs offered by the Town.
 - ii. 2025 Canadian Oldtimers Baseball Championship (Aug 1 – 4th, 2025)
 1. Cornwall will be hosting the Championship on the upper field only, some games will also be played on the fields in Charlottetown.
 - iii. It was mentioned that the U15 2025 Soccer Nationals will take place at the Terry Fox Sport Complex on Thanksgiving weekend. The fees for this event will be waived by the Town as part of the Sport Tourism Grant.

8) OTHER

- i. Mascot
 1. Rays of Halifax sent Kim updated photos of the Mascot in progress with an updated estimate of late March or early April for the completion of the costume.
- ii. Lowther Park
 1. Kim presented a draft of the survey to be sent to the residents around Lowther Park.
- iii. Journey to Just Live Fun Run Update
 1. The run committee has hired a new Director to work on the run.
 2. They have created 22 positions to take care of various aspects of the run. They have 19 of the 22 positions filled.
 3. Councillor Campbell noted the work on the Cornwall Road scheduled for Summer 2025 and was concerned that it would interfere with the run. Kim will follow up with Public Works to get the details.
 4. Councillor Herlihy asked if there were any logistic changes with the large number of people expected. Kim noted that the committee has 1 person to work with residents and the West River Church.
- iv. Request from Island Pride Curling Club
 1. Island Pride Curling submitted a donation request for the use of the Town of Cornwall's 15 passenger van for use during their Inaugural Pride Curling Spiel to be held February 21-23, 2025.
 2. After some discussion it was decided that due to insurance and other considerations that we were not able to lend the van.
 3. It was suggested that we check with Island Pride Curling to see if they would consider a monetary donation to go toward the rental of a vehicle for the weekend.
- v. Event Budget Review
 1. The draft Event Budget was reviewed. It was noted that there should be an increase to the budget for food at events as there were several events that required more food.
 2. Councillor Campbell suggested the need to purchase another large pot and burner to cook the corn in at Cornfest. Kim noted that the pots and burners used did not belong to the Town and were borrowed from Event Committee members.
 3. The committee thought a \$2,000 increase to the budget would account for additional food and the purchase of large pots and burners.
 4. The Town of Cornwall is turning 30 this year and the Park and Recreation Committee noted that there should be an event to celebrate. The Committee decided on Saturday April 5th with an afternoon at the Cornwall Civic Centre. The event would take the form of an open house with entertainment and refreshments as well as cake.
- vi. Fireworks Show Review
 1. Kim presented the Committee with an updated list of fireworks for the Canada Day display. The fireworks included would be 50 – 60% quieter than the large shells used in previous years. The cost for these shells would be less leading to a longer show.
 - 2.

9) **IN CAMERA**

MGA s.119(1)(d)- It was moved by Councillor Herlihy and seconded by Mayor McCourt that the meeting would move “in camera” at 6:08pm.

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, March 12th, 2025, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 7:00pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

DRAFT

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

Events Recap

- **55 Plus Winter Games**
 - The event occurred at various facilities from February 24 – February 28th, 2025.
 - There were 431 registered athletes who participated in the following sports.
 - Auction – 50
 - Curling – 40
 - Stick Curling – 28
 - Crokinole – 36
 - Hockey – 56
 - Pickleball – 73
 - Bowling – 42
 - Cribbage – 88
 - Scrabble – 8
 - Table Tennis – 10
 - 8 Ball Pool – 10
 - There were 25 different competitions throughout the week.
 - The oldest athlete to compete at the games was 94 years and competed in Auction and Cribbage.
 - Staff ended up as Chair of pickleball, bowling and pool.
 - Notes from the event include having technical packages as to how the competitions are to be run. More support from Games staff would also have been helpful in ensuring the success of the games.

- **Valentine's Tea**
 - This event was held on February 14, 2025, at the Cornwall Civic Centre.
 - The event was facilitated by Delores
 - The event was over the lunch period and included sandwiches, scones, dessert and tea. The tables were nicely decorated in red and white décor.
 - There were 25 spaces available, which filled up very quickly.

- **Upcoming Events**
 - **Cornwall 30th Birthday**
 - The event is scheduled for April 5th, 2025, from 1pm – 4:00pm at the Cornwall Civic Centre.
 - Entertainment will be provided by Jeannie & Charles Campbell.
 - We are hoping to have the unveiling of the new Town mascot.

Camps Update

- **After School Camp:**
 - Average of 53 kids per day

- Children have been doing outdoor activities such as soccer, grounders and sledding
 - Children made Valentine's cards for our Valentine tea party.
 - The children are now participating in a weekly baking program, where they make desserts for the seniors.
- **Sport and Adventure Program:**
 - On average, there were 24 kids per day
 - Participants enjoyed sledding and playing at the dream park
 - On colder days, the children enjoy mini sticks, soccer and painting inside.

Winter Programs Update

- Adult Coed Volleyball has 28 in the program and this session finished on March 25th. If the Town could secure additional gym time, there would be no issue in filling another class.
- Senior Ball Fitness and Chair Yoga continue to show strong interest with 30 – 40 participants showing up each week. These sessions wrap up the week of March 10, 2025. Due to the strong interest, these programs will be offered again in the spring session.
- Seniors Lunch have been busy with close to 80 each week. This month's dishes included chicken stir-fry, beef stroganoff and ranch chicken casserole with bacon.
- 55 + Fitness Class have been averaging 22 people per session. Participants go through a series of full-body exercises, including cardiovascular exercises, to improve mobility, strength and overall health and
- Birthday Party Packages hosted 13 so far in 2025. The most interest has been shown in our Princess Party Package and our Fun & Games Party Package.
- Dessert Bingo continues to show strong interest, averaging 30 each week. The Town purchases the dessert from Mary's Bakery.
- Family Bingo Night has been hosted on Friday evenings at the Town hall. Staff have tried various versions including Chocolate Bar Bingo, Cookie Bingo and Potato Chip Bingo.
- Let's Jam have decided to move the program to weekly sessions as opposed to biweekly. They are averaging around 20 attendees each week.
- Mini Sticks League wrapped up the last week of February. The final night included games and then each child received a medal. This program received great feedback and will be offered again next year.
- Learn to Skate finished up due to the outdoor rinks not being available because of the mild temperatures. There was a total of 42 children registered. This program was offered free of charge thanks to our partnership with Go PEI. The program ran for 5 weeks.
- Pilates started a new session on March 5th. There are 15 registered in this program, which is up from the last session which had 11. The Town receives great feedback on the instructor for this program.

- Yoga with Karina is offered on Monday evenings and currently has 8 registered in this program.
- Walking Club has been a program offered since January and will finish up in March. This program provides an opportunity for indoor walking twice per week. There are currently 18 registered in this program, averaging 8 – 10 each day.
- Adult Beginner Pickleball Class 1 runs from February 25-April 1st. The class runs on Tuesdays from 6:00pm – 7:30pm at Westwood school. This class is full with 24 participants registered and 5 on the waiting list.
- Adult Beginner Pickleball Class 2: February 27-April 3rd. The class runs on Thursdays from 7:00pm – 8:30pm at Westwood school. This class is full with 24 registered participants and 2 on the waiting list.
- Adult Intermediate Pickleball: Feb 27-April 3rd. The class runs on Tuesdays from 7:30pm – 9:00pm at Westwood school. This class is full with 24 participants registered and 3 on the waiting list.
- Wee Sports has been operating since January and finishes up on March 15, 2025. There are 12 registered in the program and it runs at the Cornwall Civic Centre from 11:30am-12:15pm on Saturday's.
- Youth Soccer for ages 8 – 12 years started on February 28 and runs until March 28th, 2025. The class runs on Friday evening from 6:00pm – 7:30pm at Westwood school. There are 18 registered in the program.
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March Break Programming

- Staff have been planning a very exciting March Break Camp where the spirit of the Olympics comes alive! Campers will dive into a week packed with thrilling games, exciting challenges, and dynamic team-building activities inspired by Olympic traditions

Facilities

Outdoor Rinks

- The outdoor rinks opened on January 22, 2025 and so far has seen them open for 35 days which is up from last year.
- The rinks when they are open continue to see lots of usage.

Respectfully Submitted
Kim Meunier

PARKS RECREATION 2025 - 2026
OPERATING BUDGET

EVENTS

DRAFT - January 7, 2025						
	2024 - 2025		2024 - 2025		2025 - 2026	
	BUDGET		YEAR END ESTIMATE		BUDGET	
	REVENUE	EXPENSES	REVENUE	EXPENSES	REVENUE	EXPENSES
HALLOWEEN		2000	162	1,500		
SNOWFEST		3500	2,500	4,500	2000	
EASTER EVENT		1500		500		
CORNFEST	2500	4000	8,510	9,200	5000	
SENIORS CHRISTMAS DINNER	2000	2500	1,540	3,661	1500	
BREAKFAST WITH SANTA		500		800		
TREE LIGHTING		500		212		
PARADE		2000		1,700		
LIGHTS TOUR		1500		1,000		
HOLIDAY DECORATING		500		250		
CHRISTMAS EVENTS		1500		838		
12 DAYS OF TREES EVENTS		2000		1,000		
PARK DAYS		1000		750		
MOVIE AGREEMENT		800		800		
CANADA DAY	6500	9500	8,820	10,053	5000	
LEVEE		1500		1,000		
VETERANS RECEPTION	2000	2500	3,000	3,089	3000	
YOUTH DROP IN		500		100		
YOUTH BALL HOCKEY TOURNAMENT	2000	2000	3,855	3,800	3500	
BIKE RODEO		250				
CENOTAPH				750		
GENERAL EXPENSES		2000		2,000		
SUMMER STAFF SOCIAL		500				
OTHER (Swag / Display Racks)		1200		1,300		
ANNUAL YARD SALE (SPRING)		500				
OTHER INITIATIVES (NEW)		2000				
TOTAL	15000	46250	28,387	48,802	20000	0

Minister
of Veterans Affairs and
Associate Minister of National Defence

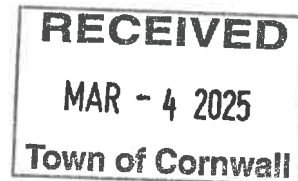


Ministre
des Anciens Combattants et
ministre associé de la Défense nationale

Ottawa, Canada K1A 0P4

February 21 ,2025

Ms. Kim Meunier
Manager Parks & Recreation
Town of Cornwall
15 Mercedes Drive
PO Box 430
Cornwall PE C0A 1H0



Dear Ms. Meunier:

Congratulations on your successful application to the Commemorative Partnership Program and receipt of Community Engagement funding. I wish to extend my sincere gratitude for your organization's commitment to honouring the contributions of Veterans and those who made the ultimate sacrifice in service.

Commemorating those who have served our country is a profound responsibility. Projects such as yours provide Canadians with the opportunity to reflect and remember, and I commend your efforts to expand the reach of remembrance within your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Darren Fisher".

The Honourable Darren Fisher, P.C., M.P.