

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, March 26, 2025
4:30 PM**

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

Also: Kevin Coady – CAO
Tracey Laybolt – Community/HR/IT Coordinator
Wendy MacKinnon – Manager of Corporate Services

Regrets: Nil

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

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

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

- a) **February 26, 2025, Regular Council Meeting:** Councillor Herlihy moved, seconded by Councillor Barnes that the minutes of February 26, 2025, 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** – February 19, 2025 - included in the package.

b) **Resolutions:**

Prior to the reading of the budget resolutions Mayor McCourt provided the following Budget highlights:

- The Town is pleased to announce that there will be no increase in the Municipal portion of the property taxes.
- The Water and Sewer rates will increase due to our rapid growth, increased operational costs and the continued upgrading of Town infrastructure.
- The Town will now be providing a 100% subsidy for Town residents using the APM Centre walking track.
- The Activity Credit will double to \$40.
- Council has budgeted funds for Transit expansion.
- There will be continued expansion and upgrades to the AT Trail network in the Terry Fox Sports Complex area.
- Replacement of the 2006 Town Van.
- New Municipal Multi Use Facility Planning.
- First stage development of a waterfront park in the West River Estates area.
- Working with the City Police for the installation of two E-Watch cameras to provide increased safety for residents.
- Completion of the new water tower project will enable greater water storage and allow for increased water pressure in areas that have been lacking water pressure.
- Installation of water and sewer services on Cornwall Road, along with an AT Trail in conjunction with the utility project.
- A wastewater treatment design study, as we are faced with the requirement to upgrade the Cornwall lagoon in the next 5-10 years.

COC-06-2025 Town Operating Budget

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

BE IT RESOLVED:

That the 2025/26 operating budget for the Town of Cornwall with Revenues of \$6,121,940 and

Expenditures of \$6,227,314 be adopted; and

BE IT FURTHER RESOLVED:

That municipal taxation rates for 2025 shall remain unchanged and those rates are:

A Municipal Tax Rate of \$0.46 per \$100 of assessment be levied against all non-commercial property in the Town of Cornwall for the period of January 1, 2025 to December 31, 2025 as per the provisions of the *Real Property Tax Act*, save and except, the non-commercial component of property which is owned by a non-resident person or non-resident corporation where the Municipal Tax Rate shall be \$1.00 per \$100 of assessment;

The non-commercial component of hotels and motels where the Municipal Tax Rate shall be: \$0.66 per \$100 of assessment where the owner is a resident person or resident corporation; or \$1.32 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation;

The non-commercial component of apartment buildings containing three or more units where the Municipal Tax Rate shall be \$0.66 per \$100 of assessment where the owner is a resident person or a resident corporation; or \$1.32 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation;

BE IT FURTHER RESOLVED:

That a Municipal Tax Rate of \$0.96 per \$100 of assessment be levied against commercial property in the Town of Cornwall for the period of January 1, 2025, to December 31, 2025, as per the provisions of the *Real Property Tax Act*;

BE IT FURTHER RESOLVED:

That a Municipal Tax Rate for bona fide farm properties be rebated \$0.20 per \$100 of assessment for farm buildings in the Town of Cornwall for the period of January 1, 2025, to December 31, 2025, as per the provisions of the *Real Property Tax Act*.

NOTE: For the purposes of this resolution, ‘non-resident person’ and ‘non-resident corporation’ applies to property owners as described in Section 24 of the Real Property Tax Act Regulations.

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Motion Carried 6-0

COC-07-2025 Town Capital Budget

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

BE IT RESOLVED:

That the 2025/26 capital budget for the Town of Cornwall with proposed expenditures of \$4,266,810 including carry forward projects, be adopted; and

BE IT FURTHER RESOLVED:

That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

Motion Carried 6-0

COC-08-2025 Utility Operating Budget

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

BE IT RESOLVED:

That the 2025/26 operating budget for the Town of Cornwall Water and Sewer Utility with Revenues of \$2,449,172 and Expenditures of \$2,137,082 be adopted; and

BE IT FURTHER RESOLVED:

That the Cornwall Water and Sewer Utility Corporation water and sewer service rates effective July 1, 2025, for the fiscal year 2025/26 shall be as follows:

Water and Sewer Rates for 2025-26		
	As of July 1, 2025	Quarterly
Unmetered Rates		
Water Rate	\$365.00	\$91.25
Sewage Rate	\$382.00	\$95.50
Vacant Service Lots		
Water Rate	\$60.00	\$15.00
Sewer Rate	\$55.00	\$13.75

Metered		
Per cubic Meter Charge	\$1.02	\$1.02
Minimum Per Year Charge	\$365.00	\$91.25
Meter Base Charges:		
2" Meter	\$267.00	\$66.75
1 and 1/2" Meter	\$166.00	\$41.50
1" Meter	\$129.00	\$32.25
3/4" Meter	\$102.00	\$25.50
5/8" Meter	\$92.00	\$23.00
Total 24/25	\$687.00	\$171.75
New 25/26	\$747.00	\$186.75
Difference	\$60.00	\$15.00

Motion Carried 6-0

COC-09-2025 Utility Capital Budget

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

BE IT RESOLVED:

That the 2025/26 capital budget for the Town of Cornwall Water and Sewer Utility with proposed expenditures of \$4,636,923 be adopted; and

BE IT FURTHER RESOLVED:

That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

Motion Carried 6-0

COC-10-2025 Five Year Capital Plan

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall is required to have a 5-year capital expenditure plan, including both municipal and utility requirements, to access capital infrastructure funding from senior levels of government and to ensure the prudent and efficient use of capital funds;

And Whereas: A capital plan is a dynamic planning document which needs to be kept current on an annual basis, and the first year of the 5-year capital plan is as contained in the current year capital budget;

Therefore, be it Resolved: That the Town of Cornwall approves the updated and attached Capital Plan, for the fiscal years 2026/27 through 2029/30, with total proposed capital expenditures of \$44,740,861.

Motion Carried 6-0

COC-11-2025 Council Remuneration Review – 2nd Reading

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: Pursuant to the Town of Cornwall Council Remuneration Bylaw, Cornwall Council commissioned an independent review of remuneration and expenses by consultant Jack Novak;

And Whereas: The Town of Cornwall Council has determined it is desirous to update the current Town of Cornwall Bylaw #2022-02, the Council Remuneration and Expenses Bylaw, in light of the recently received report;

And Whereas: It would be more administratively convenient to replace the previous bylaw in its entirety;

And Whereas: Town of Cornwall Bylaw #2025-01, the Council Remuneration and Expenses Bylaw was read and approved a first time at the regular council meeting on February 19, 2025;

Therefore, be it Resolved: That Town of Cornwall Bylaw #2025-01, the Council Remuneration and Expenses Bylaw be read and approved a second time.

Deputy Mayor MacIsaac noted that she thinks the Remuneration Report is well done and appropriate, but regarding the Council Remuneration Bylaw, she does not agree that it should be passed now because Council should not be making decisions that benefit us. Councillor Herlihy noted she has the same concerns and although she feels it is a good report, this Council should not benefit from any changes.

Motion Carried 4-2

COC-12-2025 Council Remuneration Review – Formal Adoption

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: Pursuant to the Town of Cornwall Council Remuneration Bylaw, Cornwall Council commissioned an independent review of remuneration and expenses by consultant Jack Novak;

And Whereas: The Town of Cornwall Council has determined it is desirous to update the current Town of Cornwall Bylaw #2022-02, the Council Remuneration and Expenses Bylaw, in light of the recently received report;

And Whereas: It would be more administratively convenient to replace the previous bylaw in its entirety;

And Whereas: The Town of Cornwall Bylaw #2025-01, the Council Remuneration and Expenses Bylaw, was read and approved a first time at the regular council meeting on February 26, 2025;

And Whereas: The Town of Cornwall Bylaw #2025-01, the Council Remuneration and Expenses Bylaw, was read and approved a second time at the regular council meeting on March 26, 2025;

Therefore, be it Resolved: That the Town of Cornwall Bylaw #2025-01, the Council Remuneration and Expenses Bylaw, is formally adopted.

Motion Carried 4-2

COC-13-2025 PEI Marathon

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The PEI marathon in conjunction with Spinal Cord Injury – Prince Edward Island Inc. are hosting their third annual online auction in support of healthy programming and have requested that the Town donate an item for the auction;

And Whereas: The funds raised from the online auction will be used to provide essential programming and family friendly events to those in need and the Town would like to assist in these endeavours;

Therefore, be it Resolved: That the Town of Cornwall donate registration for one week, of the Town of Cornwall summer camp of choice, subject to availability, for a child aged 5-12.

Motion Carried 6-0

Councillor Barnes left the meeting at 4:51pm.

COC-14-2025 UPEI Relay for Life

Moved by Councillor Steven Campbell
Seconded by Councillor Cory Stevenson

Whereas: The UPEI Relay for Life is a student led organization created to help the Canadian Cancer Society in supporting those affected by cancer through fundraising and other efforts;
And Whereas: Cancer affects many Cornwall residents in many ways and The Relay for Life has asked the Town of Cornwall to be a sponsor of the 2025 event;

Therefore, be it Resolved: That the Town of Cornwall contribute five hundred dollars and be a Bronze Level Sponsor for the 2025 UPEI Relay for Life.

Motion Carried 5-0

Councillor Barnes returned to the meeting at 4:52pm.

COC-15-2025 PEI Police Association Crime Prevention Guide Ad

Moved by Councillor Steven Campbell
Seconded by Councillor Cory Stevenson

Whereas: The Prince Edward Island Police Association publishes an annual Crime Prevention Guide, and this year’s edition is the 36th annual, and the subject is “Child Abuse Awareness”;

And Whereas: The Town of Cornwall has consistently purchased a 1/8-page colour business size advertisement in the publication, and desires to do so again;

Therefore, be it Resolved: That the Town of Cornwall purchase a 1/8-page colour business size advertisement in the 36th annual Prince Edward Island Police Association Crime Prevention Guide at a cost of \$345 including HST.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) **Minutes/Reports:**

- i) **Minutes** – March 10, 2025 (draft) - included in the package. Councillor Herlihy provided the following updates:
 - The Dandelion Festival will take place on May 24 from 1-4pm at Town Hall. More details to follow.
 - There will be a summer student hired to work on the water audit and other projects.
 - The Committee discussed Fix a Leak Week and Water School.

b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
 - Danielle Hennessey from the Department of Justice will attend the April meeting to speak on Youth Initiatives.
 - The RCMP are looking at potentially moving into the new building in May.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Minutes** – The Minutes were not available for the package. Councillor Stevenson provided the following updates:
 - The Town’s 30th Birthday celebrations will take place on April 5th 1-4pm at the Cornwall Civic Centre. There will be guest speakers and the unveiling of the new Town mascot.
 - March Break Olympics were a big success, he and Mayor McCourt attended the opening ceremonies. Thanks to the staff for their hard work putting things together. Mayor McCourt commented that at the opening ceremonies the children asked great questions such as “does the mayor pay taxes” and “what does the mayor do”.
 - The outdoor rinks were used for 35 days. Thanks to staff for their great work on the rinks. It is a tough job with the fluctuating weather.
 - The Committee is working on evaluating the current event list, a stage for the Civic Centre and a future parade float.
 - The Committee will be looking at developing a Dog Park Sponsorship Policy.
- ii) **Manager’s Report** – March 2025.

b) Resolutions: Nil

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) Minutes/Reports:

- i) **Minutes** – March 5, 2025 (draft) – included in the package. Comments from the Public Meeting will be discussed at the next Committee meeting.

b) Resolutions: Nil

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes:** The Committee did not meet. Councillor Campbell noted that the department is in the process of switching from snow to summer projects.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

- i) **Minutes:** March 3, 2025 (draft) – included in the package. Councillor Barnes noted that the Committee discussed the Water Tower project and with the slight delay, they are looking at a completion date in May.

b) **Resolutions:**

U-01-2025 Water Tower Project – Change Order

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

RESOLVED:

Whereas: The Town of Cornwall Water and Sewer Utility requires a new pressure control valve chamber be installed on the water system in order to have the new water tower and the existing water tower work together to provide system pressure throughout the Town;

And Whereas: The pressure control chamber is required for the smooth operation of the new water tower, Greatario the general contractor for the water tower project was requested to provide a quote for the pressure control valve chamber;

And Whereas: The quotation for the valve chamber is for \$333,652 plus HST. As it is part of the water tower project, and fits within the original budget for the project, the Infrastructure Secretariat has approved the inclusion of this change order within the project;

And Whereas: WSP reviewed the quotation, and agree that the quotation submitted is within estimates and is reasonable for the work requested;

Therefore, be it Resolved: That the Town accept the quote provided by Greatario for the installation of the new pressure control valve chamber in the amount of \$333,652 plus HST.

Motion Carried 6-0

U-02-2025 Change Housing Infrastructure Fund Application

Moved by Councillor Steven Campbell
Seconded by Councillor Cory Stevenson

RESOLVED:

Whereas: The Town of Cornwall housing and development strategy is to open undeveloped land for both residential and commercial development, and increased densification;

And Whereas: The extension of both water and wastewater services on Cornwall Road is part of the Town's Utility 5-year plan and is recommended to allow for long-term growth and sustainable development;

And Whereas: The total estimated cost to extend water and wastewater services on Cornwall Road is approximately \$6.4 Million. The project would be completed over 2 years with 600m of water and wastewater mains being installed in year 1, and an additional 600 m of water and wastewater mains being installed in year 2 complete with a new lift station;

And Whereas: The Canadian Housing Infrastructure Fund (CHIF), funds municipal projects that extend water and wastewater services to enable residential housing and development. The CHIF program has two streams; the Direct Stream which is directly through the federal government and the Provincial/Territorial Stream which is through the Canada/PEI Infrastructure Secretariat. Municipalities are able to apply to both;

Therefore, be it Resolved: That the Town of Cornwall approve submitting applications to both the Federal and Provincial portions of the Canadian Housing Infrastructure Fund (CHIF) funding program for the extension of utility services on Cornwall Road.

Motion Carried 6-0

CORRESPONDENCE

- a) Society of Saint Vincent de Paul – Thank You for the invitation to be a part of the Snowfest activities and for the generous donation.

OTHER BUSINESS

- Councillor Stevenson passed along condolences to the family of former MLA Pat Murphy. He was very kind when Councillor Stevenson was president of the Young Liberals, Pat was a great supporter of Island youth. He was a local business owner, served as Councillor and Mayor of Alberton and Provincial MLA.
- Councillor Frizzell passed along condolences to Pat Murphy's wife Karen and family. He noted that he had great stories and was a great mentor.
- Councillor Frizzell passed along condolences to friends and family of his good

friend, Paul “Duke” MacPhail. Duke was the son of Clarence and Helen from Cornwall.

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:12pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER