

**Town of Cornwall
Regular Council Meeting
June 25, 2025, 4:30 PM**

- 1) **Call to Order**
- 2) **Land Acknowledgement**
- 3) **Approval of Agenda/Additions to Agenda**
- 4) **Conflict of Interest**
- 5) **Approval of Previous Minutes**
 - a) May 27, 2025
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
 - a) Scholarship Awards and Pictures
- 8) **Planning and Development– Deputy Mayor MacIsaac**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) – June 4, 2025
 - b) **Resolutions**
 - i) Rezoning Application – Main Street -PID# 406926
 - ii) Rezoning Application – 298 Main Street (PID#245969)
- 9) **Committee of Council**
 - a) **Minutes/Reports** – Minutes May 21, 2025
 - b) **Resolutions**
 - i) Ride For Refuge Sponsorship (Blooming House)
- 10) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports** Minutes May 12, 2025
 - b) **Resolutions**
- 11) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
- 12) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes May 14, 2025
 - ii) Manager’s Report – June 2025
 - b) **Resolutions**
 - i) Resident Tree Planting Request
 - ii) Resident Use of Property
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports**
 - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports** - Minutes (Draft) June 2, 2025
 - b) **Resolutions**
- 15) **Correspondence**
 - a) MADD Canada – Thank You
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, May 27, 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
Spencer Hay – Manager of Planning and Development

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. Grade 5 students from Eliot River and family members were in attendance for the Water School Artwork Awards plus 2 members of the public.

Mayor McCourt welcomed all guests.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Deputy Mayor MacIsaac moved, seconded by Councillor Barnes that the agenda be approved as circulated with the addition of Planning 8-b-3 by Deputy Mayor MacIsaac.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

a) **April 23, 2025, Regular Council Meeting:** Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson that the minutes of April 23, 2025, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

- i) **Minutes** – May 7, 2025 (draft) – included in the package.

b) **Resolutions:**

PL-08-2025 Special Permit Use, Apartment Development, 99 Kingston Road (PID 459222)

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

Whereas: The Town received a Development Permit Application on May 2, 2025, to construct three (3) 35 Unit Apartment Buildings, comprised of 9 studio, 12 one bedroom, 72 two bedroom and 12 three-bedroom apartments.

And Whereas: Apartment Dwellings with more than twelve (12) units per building are a Special Permit Use in the Multiple Unit Residential (R4) Zone pursuant to Section 12.3.1 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*.

And Whereas: Individual Development permits will be required for each Apartment Dwelling.

Therefore, be it Resolved: That Council provide support in principle of the development concept for three (3) Apartment Dwellings totaling 105 units.

Therefore, be it further Resolved: That Council grant approval of a special permit use allowing development of the first building, being a 35-unit Apartment Dwelling at 99 Kingston Road (PID 459222) subject to final design plans inclusive of fence and landscape buffer along all property boundaries adjacent to the R1 zone, and also subject to entering into a Development Agreement with the Town.

Motion Carried 6-0

PL-09-2025 Emerald Heights Subdivision Parkland Dedication

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Parkland Dedication and associated agreements are a requirement of Subdivision Development;

And Whereas: The Developer is required to dedicate and convey to the Municipality 10% of the lands being subdivided from the parent Parcel which may be satisfied by Parkland, cash-in-lieu or a combination of both;

And Whereas: The Developer has requested to provide Parcel O-1, Parcel O-2 and Parcel W-1 as shown on preliminary survey Drawing No. 22146-2 prepared by ISE Island Surveying and Engineering on January 23, 2025, for the purpose of satisfying parkland dedication requirements for the remainder of the Development.

Therefore, be it Resolved: That Council accept Parcel O-1, Parcel O-2 and Parcel W-1 as Parkland Dedication for Emerald Heights Subdivision, subject to the Developer entering into a Parkland Dedication Agreement with the Town;

Motion Carried 6-0

PL-10-2025 Subdivision Application – 2 Lots, Reduced Frontage PID 464875 – 1540 Warren Grove Road

Moved by Councillor Steven Campbell
Seconded by Councillor Jill MacIsaac

Whereas: The Town received an application to subdivide 1540 Warren Grove Road (PID 464875) into two (2) Lots with reduced frontage, as shown on Preliminary Drawing No. 23122 prepared by Island Surveying & Engineering dated May 26, 2025.

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 PID 464875 into two (2) Lots with reduced frontages of 22.01m (Lot 25-1) and 24.58m (Lot 25-2), subject to receiving the finalized subdivision plan which meets all requirements of the Town of Cornwall *2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422* for approval.

Motion Carried 6-0

COMMITTEE OF COUNCIL

a) Minutes/Reports:

- i) **Minutes** – April 16, 2025 - included in the package.

b) Resolutions:

COC-22-2025 TFSC Active Transportation Trail Tender Award

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall issued a Request for Proposals for construction of a Terry Fox Sports Centre Active Transportation Trail to connect the facility with the recently completed Main Street Active Transportation Trail;

And Whereas: Proposals were received from 4 vendors, and these proposals were evaluated by WSP, the Town Engineers;

Therefore, be it Resolved: That the Town of Cornwall, pursuant to the recommendation of the Town’s Engineers, hereby award the contract for the Terry Fox Connector Active Transportation Trail to the low bidder, Landmark Construction, for the amount of \$136,737.07 including HST.

Motion Carried 6-0

COC-23-2025 Outdoor Outreach – Community Chargers Breakfast

Moved by Councillor Cory Stevenson
Seconded by Councillor Elaine Barnes

Whereas: Open Door Outreach is an organization with the goal of empowering marginalized women on PEI and assisting them in reaching their full potential;

And Whereas: The Town of Cornwall has been a supporter of Open-Door Outreach in pursuit of these goals and desires to continue to do so;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred dollars to partner with the organization in their Community Chargers Breakfast fundraiser.

Motion Carried 6-0

COC-24-2025 Special Olympics PEI – Enriching Lives Gala

Moved by Councillor Elaine Barnes
Seconded by Councillor Cory Stevenson

Whereas: Special Olympics PEI enriches the lives of Islanders with disabilities through sport;

And Whereas: The Town of Cornwall is a supporter of Special Olympics PEI through, among other things, the annual purchase of tickets to the “Enriching Lives” Gala;

Therefore, Be it Resolved: That the Town of Cornwall purchase two tickets to the Special Olympics PEI 2025 “Enriching Lives” Gala at the cost of one hundred and fifty dollars each.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – May 12, 2025 (draft) – included the package. Councillor Herlihy thanked everyone that helped organize, volunteer and attend the inaugural Dandelion Festival. There were over 300 in attendance. Special thanks to the committee, Tony Reddin, Flora MacLean, CAWG, the Root Cellar, Honeybee. Good’s Independent, Cornwall Library, Billy Ramsay, Kim Meunier and staff for all their work making this a great event.

b) Resolutions:

ES-01-2025 Resident Request Tree Planting Policy

Moved by Councillor Judy Herlihy
Seconded by Councillor Cory Stevenson

Whereas: The Town of Cornwall has had requests from residents from time to time to plant a tree(s) on municipal property for various reasons;

And Whereas: The Town does not have a policy to guide administration or Council in regard to these requests and one is desired;

Therefore, Be it Resolved: That the Town of Cornwall adopt the Tree Planting Request Policy as considered at the Committee of Council meeting held on May 21, 2025, and is attached to this resolution to provide clarity for the Town as well as residents, clubs and other organizations.

Motion Carried 6-0

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Frizzell noted that the Committee will be organizing a tour of the new RCMP Detachment and the E-Watch headquarters. He also noted the great RCMP presence in the Town with the new detachment open.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Manager’s Report** – May 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The Bike Rodeo was rained out and waiting for a new date.
 - The Everyone Plays Charity Golf Tournament will take place June 1st. This is a staff run initiative that will support youth and families in financial need.
 - The 3rd Annual Community Yard Sale was very successful with 70 families registered between the Civic Centre and individual residents. There was a lot of great feedback on the event.
 - Councillor Frizzell commented that there are a lot of young athletes in attendance among the Water School students.
 - Councillor Frizzell noted that Contessa Scott has many great accomplishments for the Hall of Fame, and it is very exciting that she will be a recipient.

b) Resolutions:

PR-0-2025 Rural Growth Initiative Funding Application

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: the Town of Cornwall is committed to enhancing community well-being and promoting healthy, active lifestyles through investment in safe, accessible, and inclusive recreational infrastructure;

And Whereas: the Town has prepared a proposed project to enhance recreational infrastructure at the Terry Fox Sports Centre and other recreational sites, which includes:

- Installation of a modern and inclusive playground
- Installation of baseball scoreboards and protective safety netting

- Construction of a multi-purpose storage shed
- Installation of two high-efficiency heat pumps for year-round climate control
- Resurfacing of the existing tennis court with a durable acrylic surface

And Whereas: these upgrades are expected to:

- Encourage physical activity and healthy living across all age groups
- Provide accessible, inclusive spaces for recreation and social interaction
- Support organized sports and year-round community events
- Reduce operational costs through energy-efficient solutions

Therefore, be it Resolved That: Cornwall Town Council supports the submission of the RGI application and approves the proposed project list with a total cost of \$167,562.00, to be funded through a contribution of \$125,672.00 from the RGI Fund and a municipal contribution of \$41,890.00 allocated from the Town of Cornwall.

Motion Carried 6-0

PR-05-2025 Recreation Donation Policy Update

Moved by Councillor **Cory Stevenson**

Seconded by Councillor **Judy Herlihy**

Whereas: The Town of Cornwall has had a separate donation policy for the Parks and Recreation Department since 2005. This policy which was updated in 2007 is meant primarily for local individuals or sports organizations travelling or hosting events in the Town.

And Whereas: The policy is outdated, is not in complete alignment with other current existing town policies including the Sports Tourism Strategy, and the maximum dollar amounts in the policy reflect the last update in 2007 which are not reflective of the year 2025.

Therefore, be it Resolved That: The Town of Cornwall revises the Parks and Recreation Donation Policy amounts and terms as follows:

- For travel within PEI, no donation will be made.
- For travel to Maritime Provinces a donation of \$50.00 per person to a maximum of \$200.00 per organization per year.
- For travel to Newfoundland a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- For travel to Quebec or Ontario a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- For travel to provinces west of Ontario a donation will be made of \$150.00 per person to a maximum of \$400.00 per organization per year.

- f. For travel to the United States a donation of \$125.00 per person to a maximum of \$400.00 per organization per year.
- g. For international travel (excluding the United States) a donation will be made of \$150.00 per person to a maximum of \$400.00 per organization per year.
- h. For hosting an event in the Town of Cornwall a donation will be made to the maximum of \$400.00 per organization per year (Excluding those who qualify for the Sport Tourism Policy).
- i. Maximum – an individual is only eligible for 1 application per sport per calendar year.

Motion Carried 6-0

PR-06-2025 TOC Wall of Fame Inductee – Contessa Scott

Moved by Councillor Cory Stevenson
Seconded by Councillor Judy Herlihy

Whereas: The Town of Cornwall Wall of Fame was started as a way to recognise athletes in Cornwall and area who have made great achievements in sport and their community;

And Whereas: Contessa Scott fulfills the prerequisites for the Wall of Fame as evidenced by the nomination form forwarded in support of her induction to the Wall, including, among many other accomplishments, being a two-time Paralympics Gold Medal winner in Goalball;

Therefore, be it Resolved That: Town Council honour Contessa Scott by including her in the Cornwall Sports Wall of Fame.

Motion Carried 6-0

PUBLIC WORKS

- a) **Minutes/Reports:**
 - i) **Minutes:** April 23, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Committee discussed sidewalk concerns, Capital Budget projects and reviewed previous action items.
- b) **Resolutions:** Nil

WATER/SEWER UTILITY

- a) **Minutes/Reports:**
 - i) **Minutes:** May 5, 2025 (draft) – included in the package. Councillor Barnes

commented that she is proud of another great Water School. Thanks to Billy Ramsay, Hannah MacLean, CAWG and staff for all the hard work.

b) Resolutions:

U-03-2025 Cornwall Road Phase 1 Water/Sewer, AT Trail Tender Award

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

Whereas: The Town of Cornwall Water and Sewer Utility needs to expand its service area to grow, and the extension of services on Cornwall Road will allow for future growth by increasing the amount of land available for future development. The Extension of the Active Transportation Trail will extend the trail network providing multiple safety, health and recreation benefits;

And Whereas: The project was put out to tender with a closing dated of Tuesday April 15, 2025, and six (6) bids were received;

And Whereas: WSP reviewed the proposals and recommend accepting the low bid received from Birt & MacKay Backhoe Services Ltd. for \$1,649,010.67 plus HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's Engineers, accept the quote provided by Birt and MacKay Services Backhoe Services Ltd. for the Cornwall Road Utilities Extension & Active Transportation Trail Phase 1 project, for the amount of \$1,649,010.67 including HST.

Motion Carried 6-0

Water School Presentations 2025

Mayor McCourt thanked the Water School participants and families for attending. Mayor McCourt thanked Infrastructure Supervisor Billy Ramsay and CAWG Coordinator Hannah MacLean for their continued hard work putting this great program together – Mayor and Council presented framed artwork for the winning submissions for the 2025/2026 Water School Calendar. When the meeting adjourned there was a reception with the students and their families.

CORRESPONDENCE

- Councillor Campbell congratulated Molly Clements on winning bronze at the National Youth Bowling Tournament in Edmonton.
- Councillor Campbell noted that the Town mascot, Maizie, will be in the Eliot River Mascot Race on June 20th.
- Councillor Barnes noted that there are FPEIM training sessions with national speakers available.
- Councillor Frizzell congratulated the U-11 soccer girls that made it through

tryouts for team 1 and 2 including some of the girls here with Water School and his daughter Carmella.

OTHER BUSINESS

Nil

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:17pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT

Town of Cornwall
Planning Committee Meeting
June 4, 2025, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Corey Frizzell, Steven Campbell
Staff: Spencer Hay, Jessie Murray, Paula Griffin, CAO Kevin Coady
Other: None
Regrets: None
Public: 3

1. CALL TO ORDER

Chair MacIsaac called the meeting 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 Campbell asked to add discussion about the current Food Trucks approval process to the Agenda as 6(c).

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

Mayor McCourt cited conflict of interest with respect to Item 6(a).

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of May 7, 2025, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. **PID 406926 – Rezoning Application**

Mayor McCourt left the room at 4:31pm for Conflict of Interest

Staff summarized the discussions from the Public Meeting held on May 22nd at the APM Centre. A number of comments were received from members of the public attending the meeting. Several letters and emails were also submitted to the Town after the meeting. As he was not in attendance at the public meeting, Councillor Frizzell asked how many spoke in opposition to the application. Staff stated that anyone who spoke was not in favour.

Staff summarized the concerns that have been brought forward by the public. Concerns of littering and loitering, safety concerns with proximity to a school and public sports field, no provision of traffic lights, and an expected increase in traffic on an already busy road were raised as prominent issues.

Councillor Frizzell wished to have it noted that many of the correspondences were from competitive businesses and non residents. Actual numbers were 5 from businesses (two of which were also residents), 7 residents (two of which were business owners) and one non-resident.

Staff reviewed the updated Planning Report from Planning Consultant, Samantha Murphy. There was discussion regarding the report. Councillor Frizzell expressed his displeasure and concerns regarding the timing of submission of the updated report just prior to the meeting. It was noted that the deadline for written submissions from the public was June 2nd so Ms. Murphy was only able to update the original preliminary report with the additional information by Planning Committee meeting day.

Deputy Mayor MacIsaac suggested this item be taken to forward to the Committee of Council meeting in two weeks time which will allow further review of the Planning Report and Public Feedback.

Deputy Mayor MacIsaac wanted some detail on a comment made in one of the feedback letters from Amir Sayafi, “previous interactions with city last year,discussed converting our property to C1.....city representatives explicitly informed us that such a rezoning request would be **impossible**”. The resident was present and commented on the past verbal conversation. Dialogue was had between Staff, Committee and the resident over this account of the past verbal conversation.

Councillor Frizzell inquired whether the land was currently being farmed and Staff confirmed it was.

This item will be forwarded to Committee of Council for further consideration.

Mayor McCourt re-entered the Council Chambers at 4:53pm

b. 298 Main Street (PID 245969) – Rezoning Application

Staff stated this was presented to the public at the same Public Meeting held on May 22nd at the APM Centre. The majority comments received from neighboring residents were negative. Adjacent landowners expressed privately when the Public Meeting was concluded, that if this rezoning was approved, they would also be interested in rezoning their properties to Commercial.

Residents from Jessie Street expressed concerns including a drop in property values, light pollution and increased traffic. There were also concerns that once rezoned for office space, public consultation would not be required the if property sold and a different business use was intended. Although Bylaw #422 does require an application for Change of Use, Staff can approve without further consultation from Council if it meets the requirements of the C1 zone.

Consultation with the Department of Transportation would be required in order to consider the proposal due to the increase in traffic. Councillor Frizzell asked if we had the latest traffic study for Main Street and if the number of vehicles is known. Staff explained that we have not had one since 2021. A new study has been requested and although it is thought the previous one estimated around 15000-20000 vehicles at the time of the last study in 2021, it is presumed to have increased significantly since then.

The previously C1-zoned property was rezoned to PURD in May of 2022, as a component on the most recent Official Plan and Zoning and Subdivision Control (Development) Bylaw review. The intended use for the space is office space. If this property is rezoned to C1, Staff explained at least two people have expressed interest in purchasing the property and adjacent properties. Staff clarified that the owners of PID 245977 & PID 679282 expressed interest to rezone to C1 if this rezoning is approved. Staff explained that the Planning Report for this property is in favour of rezoning the property.

Councillor Frizzell stated that he would be happy to move a recommendation to rezone both this property and the other property from Agenda item 6(a).

Deputy Mayor MacIsaac stated that this will go to CoC

Moved by Councillor Frizzell and second by Councillor Campbell that the Town of Cornwall Council approve the rezoning of PID 245969 from PURD to C1..

c. Temporary Signage Removal Procedure

Staff reviewed the current procedure which has not been working particularly well. Since the current procedure was developed, the Bylaw has been amended to disallow these signs in general and so the current procedure doesn't align with this amendment.

The current process is the following:

- Planning Staff log the signs
- Public Works staff will go around on Fridays and pick them up
- owners are notified and are given time to pick them up from the maintenance shop.
- signs are disposed of if not recovered by the owners within the designated timeframe.

The proposed new process is the following:

- Planning Staff immediately remove any signs when observed
- take them to the maintenance shop
- contact the owner to provide an opportunity to pick them up (five (5) days or so)
- if not picked up in that time frame, the signs are disposed of

Staff stated he just wants to start to the discussion and a recommendation is necessary at this time. Councillor Frizzell expressed that he would like to move this forward to amend or develop a Bylaw to include a process with fines associated. There was also discussion on exceptions to temporary signage, including yard sales and craft fairs (current allowance to post signage for seven (7) days). CAO Coady stated he will look further into what the next steps will be and bring it back.

7. NEW BUSINESS

a. Food Truck

High on the Hog, a BBQ food truck based out of Summerside and in the business of doing "Pop-Up" events, are looking for places to set up, Councillor Campbell discussed Cornwall with them and suggested some business locations. They have attempted to request permission from these businesses but have not received it.

They would like to possibly operate every Thursday in Cornwall. They stated that they had been told by the Town that they could not use town land. They have been advised to apply to Planning.

Staff explained that Council is not needed to approve the permit, but they are needed to approve use of the town land.

Staff reviewed the process for permitting Food Trucks. Food truck operators are required to have permission from property owner of their proposed location as well as obtain a temporary vendor permit from the Town.

Councillor Barnes was present in the room and asked if Black Johnny's Food Truck had put in a request with Council to use town land on one previous occasion where he was allowed to. It was noted that his operation time at that time was tied to a national tournament event. Councillor Barnes noted something like this is going to keep coming up and we need a process with clear guidelines for the use of town property.

Deputy Major MacIsaac suggested to bring the issue to Committee of Council to discuss how they feel about using town property for this sort of thing. CAO Coady noted a wholistic look at the issue is required including, among other things, the fact that there are food service businesses here in Cornwall who pay taxes and water and sewer bills, and the Food Trucks are able to operate with one small fee.

8. OTHER BUSINESS

Councillor Frizzell expressed concerns he has heard of construction debris blowing from the property at 35 Park Street, and that doors have been placed on the front of the building that do not fit the aesthetic of the residential neighbourhood.

Councillor Frizzell also reminded the Committee that he will move to have the Special Permit Use provision for daycares and group homes removed from the R1 and R2 zones in the Bylaw. It was noted that some jurisdictions are making group home uses as of right in residential zones. This will be discussed further with CoC in advance of the next Bylaw amendments.

9. IN-CAMERA
NIL

10. NEXT MEETING

The next Planning Committee meeting for Wednesday July 2nd, at 4:30 pm will be on hold till further notice.

11. ADJOURNMENT

Meeting adjourned at 5:39pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Spencer Hay
Manager, Planning & Development



TOWN OF CORNWALL

RESOLUTION

DATE: June 25, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-11-2025
Bylaw #422I – First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

Whereas: Council has received an application to rezone a portion of PID 406926 (Main Street) being 0.98 acres with a total frontage of 230 feet, a depth of 185 feet and sharing the eastern boundary of PID 247858, from Agricultural Reserve (A1) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said portion of PID 406929 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on May 22, 2025.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422I, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Bylaw #422I

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

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

1. Schedule "A", Zoning Map, of Bylaw #422 is amended by the following:
 - a) A portion of PID 406926 being 0.98 acres with a total frontage of 230 feet, a depth of 185 feet and sharing the eastern boundary of PID 247858 is designated as General Commercial Zone (C1), hereby excluding it from its former designation of Agricultural Reserve (A1);

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

First Reading:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the ____ day of _____, 2025.

Second Reading:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the ____ day of _____, 2025.

Approval and Adoption by Council:

Bylaw #422I, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the ____ day of _____, 2025.

Signatures:

Jill MacIsaac, Deputy Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422I, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of _____, 2025, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422I, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ___ day of _____, 20_____

Minister of Housing, Land and Communities

1st Reading and Approval



TOWN OF CORNWALL
RESOLUTION

DATE: June 25, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-12-2025
Bylaw #422J – First Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

Whereas: Council has received an application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on May 22, 2025.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422J, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Bylaw #422J

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the “Bylaw”), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

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

1. Schedule “A”, Zoning Map, of Bylaw #422 is amended by the following:

- a) PID 245969 is designated as General Commercial Zone (C1), hereby excluding it from its former designation of Planned Unit Residential Development (PURD);

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

First Reading:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the ____ day of _____, 2025.

Second Reading:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the ____ day of _____, 2025.

Approval and Adoption by Council:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the ____ day of _____, 2025.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422J, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of _____, 2025, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422J, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ___ day of _____, 20___

Minister of Housing, Land and Communities

1st Reading and Approval

Rezoning - 298 Main Street (PID 245969)

Zoning Map

Existing Zoning – Planned Unit Residential Development (PURD)



Zoning Map

Proposed Zoning – General Commercial (C1)



**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
May 21, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

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

Also: Kevin Coady - CAO
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Spencer Hay – Manager of Planning and Development

CALL TO ORDER

Deputy Mayor Jill MacIsaac 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 Campbell and seconded by Councillor Stevenson that the agenda be approved as circulated with the addition of an “in camera” item, falling under MGA s.119(1)(e), by Councillor Barnes.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

April 16, 2025 - It was moved by Councillor Barnes and seconded by Councillor Campbell that the minutes of April 16, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Nil

PLANNING

- a) Reports/Minutes –
 - May 7, 2025 (draft) – included in the package.
- b) Information Items –
 - Request to Purchase Town Property PID #863217 Warren Grove – Manager Hay noted that Project Guppy has an application to subdivide a property on Warren Grove Road but are waiting on a survey plan to put forward for Request for Decision. There was discussion on the developers purchasing Town land to allow access and parking for the business. The land in question was deeded to the Town by the Province who will be requesting a small portion back for the construction of a future roundabout. Staff will review options and bring back for the June Committee meeting.
- c) Request for Decision –

Special Permit Use (3 Apartment Buildings) 99 & 103 Kingston Road – It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall grant approval of a special permit use allowing development of the first building, being a 35-unit Apartment Dwelling at 99 Kingston Road (PID 459222) subject to final design plans inclusive of fence and landscape buffer along all property boundaries adjacent to the R1 zone, and also subject to entering into a Development Agreement with the Town.

Manager Hay noted that it is one property divided into two. There will be three buildings with 105 units. The single-family dwelling will remain. The developers are currently waiting for driveway approval from the Province that meets all Highway Traffic Act requirements.

Emerald Heights Parkland Dedication– It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall accept Parcel O-1, Parcel O-2 and Parcel W-1 as Parkland Dedication for Emerald Heights Subdivision, subject to the Developer entering into a Parkland Dedication Agreement with the Town.

Manager Hay noted that the parkland will stay a naturalized area for now.

FINANCE/ADMINISTRATION

- a) Procurement Bylaw – The Procurement Bylaw can no longer be a Policy and must be a Bylaw. Staff will make some changes and send new draft to Council for review.
- b) **TFSC Trail Project 1 – Tender Award** - It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall, pursuant to the recommendation of the Town's Engineers, hereby award the contract for the Terry Fox Connector Active Transportation Trail to the low bidder,

Landmark Construction, for \$136,737.07 including HST.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – March 10, 2025 (draft) – included in the package. Councillor Herlihy provided the following updates:
- Water School calendar winners will be recognized and presented with their framed artwork at next week’s Council meeting.
 - Interviews are being conducted for the summer Environmental student.
 - The Dandelion Festival will take place this Saturday. The Committee have been looking at options to move indoors if it rains.
- b) Information Items – Nil
- c) Requests for Decision –

Resident Tree Planting Policy – It was moved by Councillor Herlihy and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall adopt the Tree Planting Request Policy as considered at the Committee of Council meeting held on May 21, 2025, to provide clarity for the Town as well as residents, clubs and other organizations.

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet. Councillor Frizzell provided the following updates:
- The Committee will get a tour of the new RCMP facility soon.
 - Chief McConnell is arranging for the Committee to see the E-Watch back-office setup.
 - The scooter rentals are back, there have been some vandalism issues, but the company is happy to be back for another season. They are looking at adding e-bikes in the future.
 - Transit numbers continue to increase in the Town.
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Nil
- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
- (i) Minutes – Manager’s Report – May 2025. Councillor Stevenson provided the following updates:
- The Easter event went very well, due to the weather there was a pivot to indoor activities.

- There were more treat bags given out than in previous years.
- The Bike Rodeo was postponed due to the weather, and we are waiting for a new date.
- The Mother's Day Tea was well attended with a lot of positive feedback.
- The 3rd Annual Community Yard Sale will take place on Saturday. There are 40 tables spoken for at the Civic Centre and 30 residents signed up.
- The Arsenault Bros Ball Hockey Tournament will take place on June 7.
- The Charity Golf Tournament organized by staff will take place June 1 at Clyde River Golf Course.
- As a follow up to questions about Terry Fox field preparation and staffing, there are always staff on hand to assist. Coaches are responsible for moving nets, not the players. Staff will ensure this is communicated to coaches.
- Grippers have been added to the media booth stairs.
- The Rotary Group will be in to speak about corporate sponsorship at a future meeting.
- There have been 18 APM walking track memberships reimbursed to date.
- Councillor Frizzell would like to see the Wall of Fame application updated in the future to make it easier for residents to fill out.
- Councillor Barnes would like to see Wall of Fame criteria to be more inclusive and not just for sports, maybe look at having another in a different location.

b) Information Items – Nil

c) Requests for Decision

Rural Growth Initiative (RGI) Funding Application – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall supports the submission of the RGI application and approves the proposed projects with a total cost of \$167,562.00, to be funded through a contribution of \$125,672.00 from the RGI Fund and a municipal contribution of \$41,890.00 allocated from the Town of Cornwall.

Parks and Recreation Donation Policy – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall revises the Parks and Recreation Donation Policy amounts and terms as follows:

- a. For travel within PEI, no donation will be made.
- b. For travel to Maritime Provinces a donation of \$50.00 per person to a maximum of \$200.00 per organization per year.
- c. For travel to Newfoundland a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- d. For travel to Quebec or Ontario a donation will be made of \$100.00 per person to a maximum of \$400.00 per organization per year.
- e. For travel to provinces west of Ontario a donation will be made of \$150.00 per person to a maximum of \$400.00 per organization per year.
- f. For travel to the United States a donation of \$125.00 per person to a maximum of \$400.00 per organization per year.
- g. For international travel (excluding the United States) a donation will be made of

- \$150.00 per person to a maximum of \$400.00 per organization per year.
- h. For hosting an event in the Town of Cornwall a donation will be made to the maximum of \$400.00 per organization per year (Excluding those who qualify for the Sport Tourism Policy).
 - i. Maximum – an individual is only eligible for 1 application per sport per calendar year.

Wall of Fame Inductee – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall honour Contessa Scott by including her in the Cornwall Sports Wall of Fame Contessa fulfills the prerequisites for the Wall of Fame as evidenced by the nomination form forwarded in support of her induction to the Wall, including, among many other accomplishments, being a two time Paralympics Gold Medal winner in Goalball.

PUBLIC WORKS

- a) Reports/Minutes – April 23, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Committee discussed line painting priorities. CAO Coady will reach out to Minister McLane to see if the painting can be expedited.
 - Staff have begun the installation of speed humps.
 - Councillor Stevenson asked if there are more “Slow Down” signs available. There are a number left for pickup at the Town Hall.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – May 5, 2025 (draft) included in the package.
- b) Information Item –
 - a) Water School Presentations – Water School awards will be given to the calendar artwork winners at next week’s Council meeting.
- c) Requests for Decisions –
 - Cornwall Road Phase 1 – Water/Sewer, AT Trail Tender Award** - It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall, pursuant to the recommendation of the Town’s Engineers, accept the quote provided by Birt and MacKay Backhoe Services Ltd. for the Cornwall Road Utilities Extension & Active Transportation Trail Phase 1 project, for the amount of \$1,649,010.67 including HST.

CORRESPONDENCE

Pat and the Elephant Gala Dinner – Council decided that given that the Town already subsidizes Pat and the Elephant, there will not be gala tickets purchases but would like to look at working the price of tickets into future subsidies.

Vasculitis Awareness Month – Council supports lighting up Town Hall in red in support of Vasculitis Awareness Month. Staff will do an awareness promotion on social media and post on the Town’s digital sign.

HMCS Charlottetown – Run for Wishes – Council will not move forward on this request as Council makes other donations to the Make a Wish Foundation.

Community Changers Breakfast – It was moved by Councillor Stevenson and seconded by Councillor Barnes to bring forth a resolution to Council that the Town of Cornwall donate two hundred dollars to partner with the organization in their Community Changers Breakfast fundraiser.

Special Olympics – Enriching Lives Gala – It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall purchase two tickets to the Special Olympics PEI 2025 “Enriching Lives” Gala at the cost of one hundred and fifty dollars each.

Brain Injury Association of PEI – Council supports recognizing June as Brain Injury Awareness month with a flag raising and lighting of Town Hall in blue for a period in June.

There was discussion that requests for flag raisings and lighting of Town Hall do not need to come to a resolution as long as Councillors are made aware of events that are happening. Staff will compile a list of recurring events.

IN CAMERA

MGA s.119(1)(d) It was moved by Councillor Barnes and seconded by Councillor Campbell that the meeting would move “in camera” at 6:58pm.

The meeting resumed regular session at 7:26pm.

ADJOURNMENT

The meeting was adjourned at 7:27pm.

Mayor Minerva McCourt, Chair



TOWN OF CORNWALL

RESOLUTION

DATE: June 25, 2025

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-25-2025 “Ride for Refuge” Campaign

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Judy Herlihy**

Whereas: Blooming House is preparing for its third annual fundraising event, the “Ride for Refuge” scheduled for Oct 4th 2025 and is seeking sponsorships;

And Whereas: These sponsorships enhance the ability of Blooming House to provide their services, and the Town of Cornwall has been a previous sponsor and desires to be so again;

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

**TOWN OF CORNWALL
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING
Monday, May 12th, 2025, at 5:00 PM**

Chair: Councillor Judy Herlihy
Present: Deputy Mayor Jill MacIsaac
Councillor Cory Stevenson
Mayor Minerva McCourt

Also: Doug Longmoore – Infrastructure Manager
Stephen O’Shea – Utility Operator

Two Community Members

CALL TO ORDER

The meeting was called to order at 5:00 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 Deputy Mayor MacIsaac seconded by Councillor Stevenson that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson, seconded by Deputy Mayor MacIsaac that the Environment and Sustainability Committee minutes of April 14th, 2025, be approved as circulated.

Motion Carried

BUSINESS ARISING

WATERSCHOOL

WaterSchool took place at Town Hall from May 5th to May 8th. The water education and conservation program went well and received positive reviews from grade 5 students and teachers from Eliot Rivier School.

WATER CONSERVATION STUDENT

The student position to work on town conservations project and develop a water audit program has been approved for funding. Interviews will be taking place shortly with the selected applicant expected to start around the first week of June.

RESIDENT ENGAGEMENT

Dandelion Festival

The Chair provided an update from the Dandelion Festival Committee. The festival is booked for Saturday May 24, from 1pm-4pm at Town Hall. The Committee has lined up live music, facepainting, seed giveaways and other activities. The cost estimate for putting on the festival is expected to be about \$1500. The committee has asked if Parks and Rec can provide a staff member with a safe food handling certificate for the event.

The Dandelion Festival Committee's next meeting is scheduled for Thursday May 22 at 12pm to finalize the food order and staffing/volunteers for the event. It was suggested that volunteers wear yellow shirts and volunteer lanyards to indicate to visitors who the organizers of the festival are.

Tree Planting Policy

The Chair has drafted and presented a policy for residents to plant trees on Town Property. The Tree Planting Policy includes an application form for residents to use and tree planting must be done in coordination with Town Staff.

It was move by Chair Herlihy seconded by Councillor Stevenson, that the Tree Planting Policy be sent to Committee of Council for discussion and approval.

Motion Carried

Voting On Water School Artwork

The Committee voted on the artwork submitted by students at Eliot River School. The Committee selected 12 pieces that will be included in the WaterSchool calendar and 6 pieces that were honourable mentions. Awards for the artwork are scheduled to be handed out at the May Council meeting scheduled for Tuesday May 27, 2025.

CAWG UPDATE

The Cornwall Area Watershed Group has their full staff back starting Monday May 12. The focus for the first part of the summer is staff training and stream assessments.

CAWG AGM is scheduled for Wednesday May 28th and includes a speaker, Chase Guindon from the Invasive Species Council doing a presentation.

IN CAMERA

Nil.

CORRESPONDENCE

Nil.

MARCH MEETING DATE

The next meeting time is Monday, June 9th, 2025, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 6:15 p.m.

JUDY HERLIHY
CHAIR

BILLY RAMSAY
INFRASTRUCTURE SUPERVISOR

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: June 6, 2025 10:44 AM
To: Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; MacEwen, Richard; Jeremy Crosby
Cc: sgillis@charlottetown.ca; Melanie Stetson
Subject: May Ridership
Attachments: Charlottetown May Ridership.pdf; Cornwall May Ridership.pdf; Customer Complaints.pdf; May Accidents.pdf; May Breakdowns.pdf; May Marketing.pdf; Stratford May Ridership.pdf

Hello All,

Attached you will find our ridership report for all three Municipalities for the month of May. Nice to see we were able to match last year's ridership this month. Hopefully we can string a few months like this together and have growth for the year!

	May 2025	May 2024	% change	YTD 2025	YTD 2024	% Change
Charlottetown	125,062	121,913	2.6%	609,275	606,595	0.4%
Cornwall	3,064	3,054	0.0%	13,839	13,723	0.0%
Stratford	6,770	6,748	0.0%	30,035	31,562	-4.8%

Please let me know if you have any questions or concerns.

MMC

Matthew Cassidy, CPA, CA | President
Coach Atlantic Transportation Group
m.902.393.5039 | o.902.566.5664 Ext101
a.7 Mount Edward Rd, Charlottetown, PE, C1A 5R7
coachatlantic.ca | maritimebus.com



CORNWALL RIDERSHIP - MAY 2025

Date	Day	Sum of Cornwall U	Sum of Cornwall U18 Ups	Sum of Cornwall Offs	Sum of Cornwall U18 Offs	Sum of Cornwall Ridership
05/01/2025	Thu	52	13	51	8	124
05/02/2025	Fri	42	13	55	5	115
05/03/2025	Sat	24	16	27	6	73
05/04/2025	Sun					0
05/05/2025	Mon	51	6	59	9	125
05/06/2025	Tue	45	4	63	4	116
05/07/2025	Wed	60	21	48	19	148
05/08/2025	Thu	60	9	47	6	122
05/09/2025	Fri	62	29	60	6	157
05/10/2025	Sat	22	8	17	6	53
05/11/2025	Sun					0
05/12/2025	Mon	57	8	60	3	128
05/13/2025	Tue	58	3	53	6	120
05/14/2025	Wed	63	10	53	4	130
05/15/2025	Thu	58	10	54	2	124
05/16/2025	Fri	55	12	66	5	138
05/17/2025	Sat	31	20	24	12	87
05/18/2025	Sun					0
05/19/2025	Mon	23	18	19	12	72
05/20/2025	Tue	55	7	60	5	127
05/21/2025	Wed	59	6	51	7	123
05/22/2025	Thu	62	12	64	7	145
05/23/2025	Fri	50	6	48	2	106
05/24/2025	Sat	23	13	17	9	62
05/25/2025	Sun					0
05/26/2025	Mon	54	7	53	3	117
05/27/2025	Tue	52	17	65	4	138
05/28/2025	Wed	57	3	61	1	122
05/29/2025	Thu	52	6	58	5	121
05/30/2025	Fri	54	12	45	7	118
05/31/2025	Sat	24	8	18	3	53
Grand Total		1,305	297	1,296	166	3064

Route # : (All)
 CORNWALL RIDERSHIP - MAY 2025

Day	Sum of Cornwall	Sum of Cornwall U18 Ups	Sum of Cornwall Offs	Sum of Cornwall U18 Offs	Sum of Cornwall Ridership
Sun	0				
Mon	442				
Tue	501				
Wed	523				
Thu	636				
Fri	634				
Sat	328				
Grand Total	3064				

	2025	2024	2023
Total Ridership	3,064	3,054	2,231
Monday - Friday	2,736	2,869	2,075
Paying	-	-	-
Non - Paying	22	23	21
Working Days	124	125	96
Average			
Saturday	328	185	206
Paying	-	0	-
Non - Paying	5	4	4
Working Days	66	46.25	52
Average			

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

May 2025



Call Type	Number
Fire Alarms	2
Vehicle Fire	1
Furnace Malfunction	1

Fire Calls

	2020	2021	2022	2023	2024	2025
December	6 (6)	6 (6)	7 (7)	4 (4)	9 (9)	9 (9)
January	6 (12)	7 (13)	7 (14)	7 (11)	2 (11)	5 (14)
February	3 (15)	7 (20)	4 (18)	6 (17)	5 (16)	9 (23)
March	4 (19)	3 (23)	9 (27)	3 (20)	5 (21)	3 (26)
April	9 (28)	3 (26)	3 (30)	5 (25)	6 (27)	17 (43)
May	3 (31)	3 (29)	3 (33)	11 (36)	2 (29)	4 (47)
June	5 (36)	11 (40)	4 (37)	13 (49)	9 (38)	
July	3 (39)	4 (44)	7 (44)	18 (67)	10 (48)	
August	6 (45)	8 (52)	8 (52)	7 (74)	12 (60)	
September	5 (50)	7 (59)	12 (64)	12 (86)	9 (69)	
October	6 (56)	6 (65)	14 (78)	7 (93)	4 (73)	
November	4 (60)	4 (69)	13 (91)	7 (100)	2 (75)	
Cornwall Totals	60	69	91	100	75	
NRFD Overall Totals	183	186	241	291	222	

Call Types

	2020	2021	2022	2023	2024	2025
Motor Vehicle Collisions	17	12	16	14	14	9
Misc. Fire type calls	7	17	28	16	11	7
Fire Alarms	15	22	19	31	23	16
Medical First Responder	11	10	19	29	22	9
Carbon Monoxide Alarms	4	1	3	2	1	1
Structure Fires	1	1	1	2		
Vehicle Fires	2	2	1	1	2	1
Water Rescue	1	3	0	0		
Off-Road Rescue	0	0	1	0		
Ice Rescue	0	0	0	0	1	



L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)
 Current as of: 2025-06-02

UNCLASSIFIED

Occurrence Type and Sub-Type	Target Month			Year to Month		
	May 2025	May 2024	May 2023	2025	2024	2023
Crimes Against Persons						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	2	0	2	5	12	12
Assault	2	2	2	10	32	28
Kidnapping/Hostage/Abduction	0	0	0	0	1	1
Robbery	0	0	0	0	0	1
Extortion / Intimidation	0	0	0	1	1	2
Criminal Harassment	1	1	0	2	6	5
Indecent Harassing Comm.	4	4	2	12	32	7
Uttering Threats	1	3	1	5	17	12
Property Crime						
Arson	0	0	0	0	1	1
Break and Enter	0	0	0	4	7	14
Unlawfully in a Dwelling House	1	0	0	1	1	0
Theft Over	0	0	0	1	2	1
Theft of Motor Vehicle	2	0	0	3	4	1
Theft of Other MV / Motorcycle	1	0	0	1	4	2
Take MV w/o Consent	0	0	0	0	0	1
Theft Under	2	2	1	9	31	33
Shoplifting	0	0	0	1	5	4
Theft (mail, bicycle, et al)	0	0	0	0	2	1
Theft from Motor Vehicle	0	0	1	6	7	10
Possession of Stolen Goods	0	0	0	1	1	2
Fraud	1	3	1	20	32	23
Identity Theft	0	0	1	0	0	1
Mischief	8	10	6	33	98	109
Drug Enforcement						
Possession	1	0	0	1	4	0
Trafficking	0	0	0	1	2	5
Import/Export	0	0	0	0	0	0
Production	0	0	0	0	1	0
Other	3	1	0	5	11	7
Traffic						
Dangerous Op of MV	0	0	2	0	1	5
Impaired by Alcohol	3	0	0	5	19	15
Impaired by Alcohol & Drug	0	0	0	0	3	1
Impaired by Drug	0	1	2	4	10	15
Failure/Refusal	0	0	0	0	3	3
Driving while Disqualified	1	1	1	3	11	11
Fail to Stop or Remain	1	1	0	3	6	3

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)
 Page 1 of 2



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

UNCLASSIFIED

Current as of: 2025-06-02

	2025	2024	2023	2022	2021	2020
Seatbelt Violation	1	2	0	3	6	4
Intersection Violation	3	2	0	6	6	4
Speeding Violation	21	57	7	128	345	117
Insurance Violation	0	0	0	0	0	0
Road Side Suspension (Alcohol)	1	1	0	3	4	3
Road Side Suspension (Drug)	0	0	0	0	0	0
Collision - Fatal	0	0	0	0	0	0
Collision - Non - Fatal Injury	0	0	0	2	7	3
Collision - Reportable	1	0	4	16	29	32
Collision - Non Reportable	4	3	4	19	37	39
Off-Road Vehicle Collision	0	0	0	1	0	0
Municipal By-laws	0	0	0	0	0	0
Other Traffic Offence/Violation	58	43	48	207	409	462
Other Traffic Related Duties	5	18	0	64	137	2
Checkstop	2	5	2	15	26	7
Other						
911 Call	2	2	7	12	26	46
Breach of Court Order	2	2	1	5	23	9
Liquor Act	0	1	0	1	3	9
Mental Health Act	8	8	5	42	80	48
Missing Person	2	0	0	4	10	9
Municipal Bylaw - Other	0	0	0	0	2	3
¹ Other	43	20	27	165	396	289
Suspicious P V P	0	0	8	0	1	23
Trespass At Night	1	1	0	7	7	1
Total Founded & SUI Occurrences	188	194	135	837	1,921	1,446
Total Occurrences*	196	212	146	873	2,057	1,561

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

*Includes Unfounded and Unsubstantiated

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

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

Page 2 of 2



Royal Canadian Mounted Police / Gendarmerie royale du Canada

For Official Use Only

RCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



Monthly Report

May 2025

Town of Cornwall

Greg McCormick, Intelligence Analyst
L Division Criminal Analysis Section
June 5, 2025



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

- Persons crimes for May rose slightly over April, ending the month with 10 occurrences. Indecent/harassing communications was the most frequent (4), followed by two each for sexual offences and assault. Charges have been laid/recommended in one of the assaults, while the second and one of the sexual offences were cleared with insufficient evidence to proceed. The second sexual offence was concluded as the victim did not wish to proceed with the investigation.
 - Property crime decreased in May, with 15 occurrences reported, down from 22 in April. Mischief was the most frequent occurrence with eight recorded for May. Three stolen vehicles were reported, of which one was recovered and charges have been laid. The second vehicle was concluded as the victim did not wish to cooperate with police (vehicle was recovered) and the third, a motorcycle, has been concluded with insufficient evidence to proceed and the vehicle remains outstanding.
 - Four drug enforcement occurrences were recorded in May, three non-criminal (other) and one possession. No charges were laid in the possession occurrence.
 - Traffic enforcement rose in May, accounting for 101 of the occurrences. Three impaired drivers were reported, all alcohol based. No charges have been laid in these occurrences. There were 21 speeding violations reported along with 58 other traffic offences/violations. No fatal collisions were reported in May, and there were two Checkstops documented.
- Overall, May 2025 recorded 196 occurrences with 188 founded or still under investigation. This is higher than the previous month (158 occurrences with 148 founded/SUI) and lower than May 2024, when 212 occurrences were recorded, with 194 founded/SUI.



Community Policing

Policing Initiatives

- A one-hour checkpoint during Road Safety Week on May 16th
Over 500 vehicles checked (see the photo below)
- A member attended the Citizen on patrol meeting on May 27th
- Smudging at the new office was completed.
- Three written warnings at John Street and Main Street intersection after receiving a complaint from the town regarding this intersection in late May.

Selective Traffic Enforcement Program

- Members conducted four STEP files in the Town of Cornwall:
 - Two on Trans Canada Highway - Route 1
 - One on Main Street / Capital Drive
 - One on Meadowbank Road – Route 19

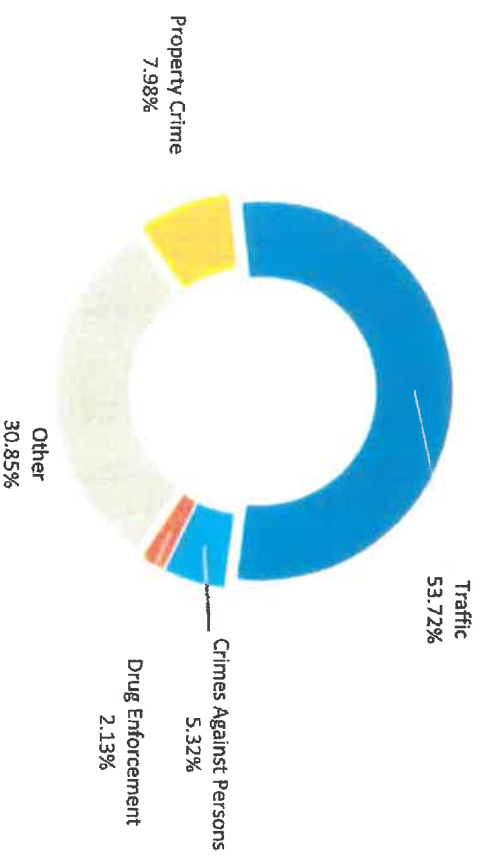


Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Occurrences

Occurrences by Category - All Occurrence Types
Queens District RCMP (Cornwall)
May 2025



188 Founded/SUI of 196 Total Occurrences

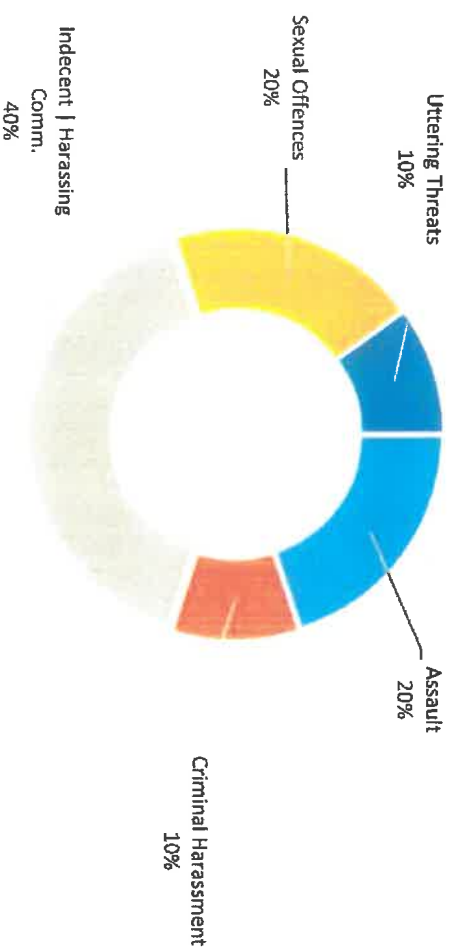


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Person Crimes

Occurrences by Category - Crimes against Persons
Queens District RCMP (Cornwall)
May 2025



10 Founded/SUI of 196 Total Occurrences

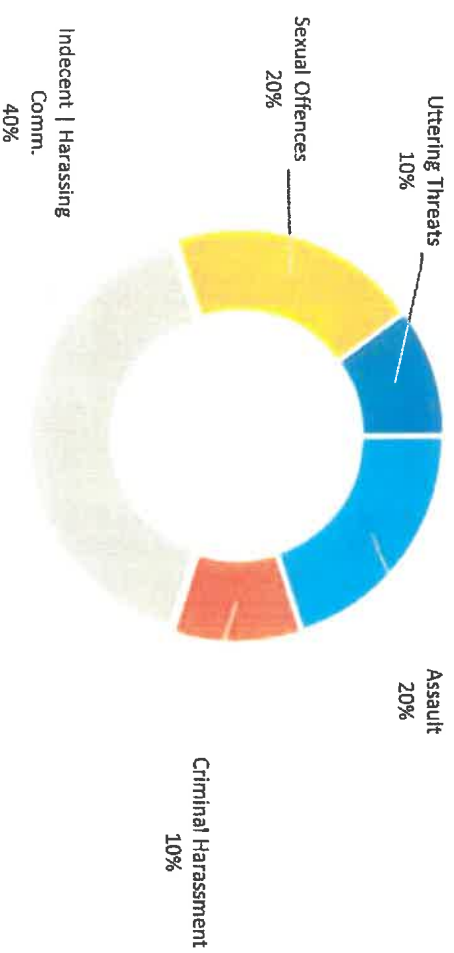


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Property Crime

Occurrences by Category - Crimes against Persons
Queens District RCMP (Cornwall)
May 2025



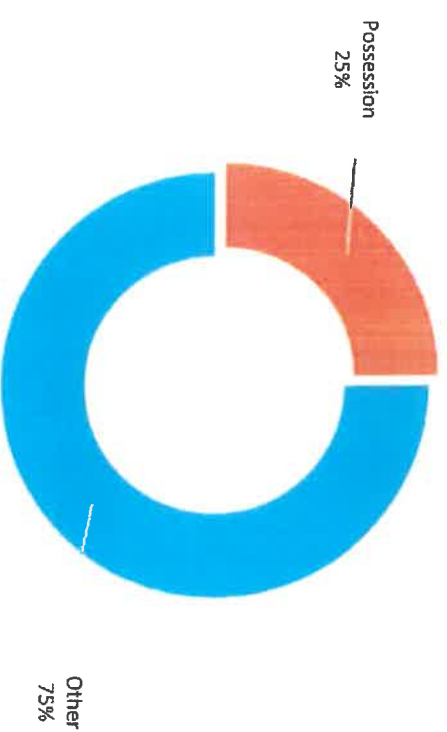
15 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Drug Enforcement

Occurrences by Category - Drug Enforcement
Queens District RCMP (Cornwall)
May 2025



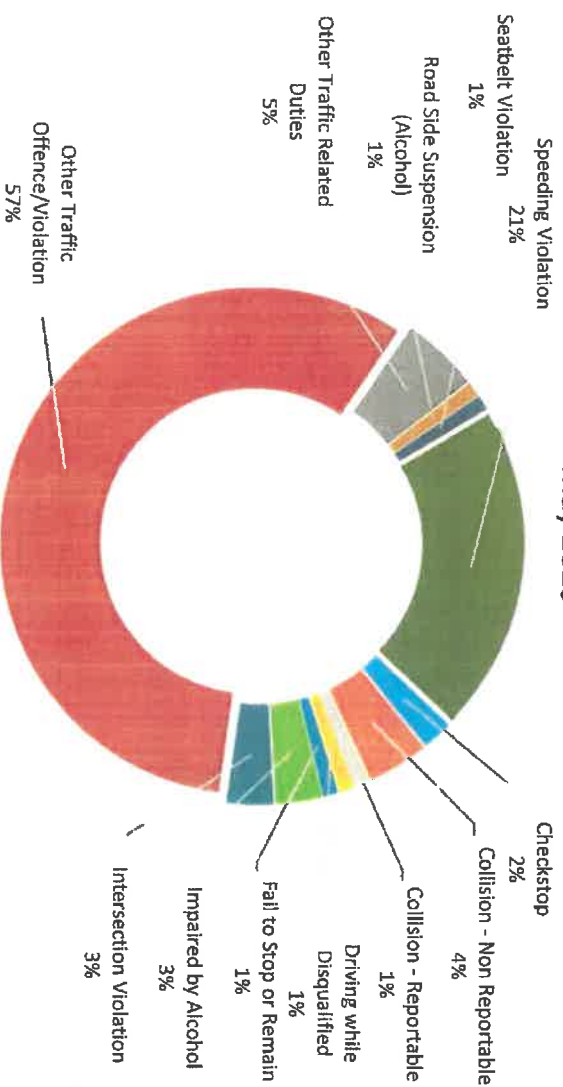
4 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement Queens District RCMP (Cornwall) May 2025



101 Founded/SUI of 196 Total Occurrences

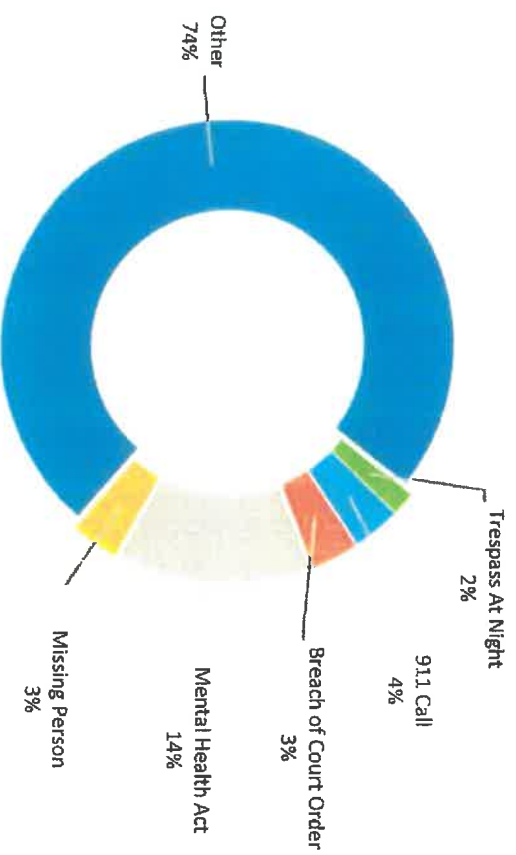


Royal Canadian Mounted Police
Gendarmierie royale du Canada



Occurrences - Other Occurrences

Occurrences by Category - Other Occurrence Types
Queens District RCMP (Cornwall)
May 2025



58 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets

Charge & Section	Count	Fine Amount
Ticket	43	\$9,651.00
11(1)(a) Driving passenger vehicle not registered	1	\$250.00
11(1)(b) Driving passenger vehicle while registration expired	9	\$2,250.00
138(6) Operating motor vehicle with improper glazing (tinting)	1	\$250.00
153(1) Failing to drive to the right of the roadway	1	\$250.00
176(3)(b)(i) Speeding: 29 km /hr or less over limit	10	\$1,255.00
176(3)(b)(ii) Speeding from 30-49 km/hr over limit	1	\$196.00
19(1)(a) Operating vehicle with invalid inspection sticker	10	\$1,500.00
20(5)(a) Operating vehicle on a highway which does not display a valid number plate	3	\$450.00
202(1) Meeting or overtaking school bus when flashing red lights are displayed: to stop at least 6 m from the school bus	1	\$1,050.00
253(3) Failing to produce driver's license and registration permit on request by peace officer	1	\$250.00
271(1) Driving motor vehicle while license suspended or cancelled	1	\$250.00
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	1	\$150.00
324(4) Failing to carry and produce valid insurance card to peace officer when requested	2	\$1,300.00
92(2) Driver failing to wear seatbelt, as required by subsection 92(4.1)	1	\$250.00



Royal Canadian Gendarmerie royale
Mounted Police du Canada



Warnings & Defect Notices

Charge & Section	Count
Warning	23
11(1)(b) Driving passenger vehicle while registration expired	2
166 Failing to obey traffic control signal or device	1
167(3)(a) Entering intersection on yellow or amber light	1
167(5)(a) Failing to stop on red light or "stop" signal at intersection	1
176(2)(g) Speeding in municipality	1
176(3)(b)(i) Speeding: 29 km /hr or less over limit	8
176(3)(b)(ii) Speeding from 30-49 km/hr over limit	1
19(1)(a) Operating vehicle with invalid inspection sticker	4
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	1
68 Driving without being licensed to drive or with a license that is expired or invalid	1
76(2) Licensee failing to produce license upon request	2



PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - May 2025.

- Patrolling and monitoring open files.
- May 2 - No New files.
- May 9 - 33 LaCardy and 7 Poplar are both in bad shape. Issuing last warning NOV to both.
- 8 Barbara Dr. Checking for unsightly and if anyone living in trailer. Not in bad shape. CAO aware of trailer issue.
- May 16 - 33 LaCardy has large dumpster in driveway. Back yard all cleaned up.
- No new files.
- May 23 - 7 Poplar cleaned up but derelict vehicle still in driveway.
- May 30 - No new files. Have been monitoring grass issues but no notices will be given until June.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

**Town of Cornwall - Summary of Month & Year to Date
(April 2025 - March 2026)**

Category	Last Month		YTD
	YTD	May	
By-Law Cases - New	2	1	3
By-Law Cases - Closed	2	1	3
Humane - New	1	2	3
Humane - Closed	1	2	3
Dog Act - New	3	1	4
Dog Act Closed	3	1	4
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	2	1	3
Stray Cats Returned to Owner	1	1	2
Community Patrols	16	15	31
Licenses Issued	0	1	1
For The Record - New	0	1	1
For The Record - Closed	0	1	1
Health & Wellness - New	0	0	0
Health & Wellness - Closed (bites that break skin)	0	0	0
Total	31	28	59

Charges for Boarding of Unclaimed Stray Dogs

Board (5 days, \$26 per day)	0 dogs @ \$130	\$0.00
Euthanasia (\$75 per animal)	0 dogs @ \$75	\$0.00
	Total	\$0.00

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday May 14, 2025, at 4:30 PM**

Attendance: Chair Cory Stevenson, Councillor Steven Campbell, Councillor Judy Herlihy, Mayor Minerva McCourt
Staff: Parks and Recreation Manager Kim Meunier, Parks and Recreation, CAO Kevin Coady
Regrets:
Council:

1) Call to Order

Chair Cory Stevenson called the meeting to order at 4:30pm.

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

The agenda was reviewed and approved. Councillor Herlihy moved to accept the agenda. Councillor Campbell seconded.

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

The minutes for the March 12, 2025, and April 9, 2025 were both included in the meeting package. Some additions were made to the March 12, 2025 minutes and Councillor Campbell moved to accept the minutes with the additions, motion was seconded by Councillor Herlihy.

After some minor notes on the April 9, 2025 minutes, Councillor Herlihy moved to approve the minutes and Councillor Campbell seconded the motion.

CARRIED (Both Minutes)

6) BUSINESS ARISING FROM THE MINUTES

- i. Sunny King Motel Stump carving – Councillor Herlihy asked if the suggestions for the stump carving had been sent to the Sunny King. Kim noted that they had, and we had not heard anything back from them yet.
- ii. Sponsorship Package Policy Review – this was supplied in the package but deferred to the June meeting.
- iii. Chair Stevenson wondered if we had reached out to any other organisations about the possibility of the CFL coming to the Terry Fox Complex. Kim noted that she had talked to Stephen Letner, and he will get back to her after a trip to Flag Football Nationals.
- iv. Curling Club Rental – it was noted that Travis from the Curling Club accepted that the Curling Club would have to pay for rentals of the Hall as of September 1, 2025. It was

confirmed that they would have to pay for the rental of the Hall only, and it will include the use of the kitchen. CAO Keving Coady noted that he had received an invoice for repairs to the dishwasher for the Curling Club. The repairs were extensive, and a new unit may have been the appropriate route to take. It was noted that there was no communication from the Curling Club regarding this. It will be communicated to Travis that any repairs needed in the Curling Club (including appliances) need to be reported to the Town of Cornwall to be fixed.

7) NEW BUSINESS

a) Events

- i. Easter Extravaganza Recap
 1. The day was cold and windy which led to the cancellation of the inflatables. Kim noted that she was able to have a chat with Dylan Sanderson regarding sponsoring events and bringing the inflatables to the camps during the summer.
 2. Crafts and treat pick up were moved to the Club House.
 3. Top Hat Party was not able to attend due to travel delays.
 4. The winner of the bike was **(Annabelle MacDonald Added)**
- ii. Bike Rodeo Recap.
 1. The Bike Rodeo was rescheduled due to rain.
 2. We are waiting on word from Cycling PEI on when it will be, though it may not be until July.
- iii. Mother's Day Tea Recap.
 1. 36 tickets were sold, only 28 attended.
 2. Doris was happy and said she would like to hold 4 teas during the year. Valentines Day, Mothers Day, Corn Fest and around Christmas.
 3. Fee was \$10 to cover the supplies.
 4. Food is prepared at the Civic Centre prior to the event.
- iv. Community Yard Sale
 1. All tables are spoken for with a wait list. If we have to move inside, the tables will be set up in the Hall and the Curling Club.
 2. A last call for addresses was sent out on Social Media on May 14.
 3. There are currently 28 addresses registered with a week left to register. In 2024 there were 33 addresses registered.
 4. The issue of parking was discussed.
- v. Ball Hockey Tournament
 1. Third Annual Arsenault Brothers Ball Hockey Tournament is scheduled for June 7.
 2. There is a struggle to find a location. The tennis courts are not available this year as they have just been redone.
 3. The possibility of using the parking lot at the Terry Fox was suggested.
 4. Kim noted there was an event scheduled for the afternoon at the Fields and parking for it might be an issue.
- vi. Charity Golf Tournament
 1. Scheduled for June 1, to date we have 9 or 10 teams registered
 2. For the first year, we thought 10 teams would be good.
 3. We have sold 15 hole sponsorships so far. It is \$100 for a hole sponsor.

4. Proceeds will help support children who need support to participate in Town programs.
5. There will be a barbeque and door prizes after the tournament.

b) **Programs**

i. Spring Programs Update

1. This was provided in the Managers report.
2. Averaging 70-85 at Seniors Lunches.
3. Lobster Lunch is scheduled for June 12 and is the last one for the season.
4. New program this spring was the Hip Hop Dance with Level Up Studios for 9-11year olds. They would like to have one in the summer for the teen age group (11-13).
5. Line Dancing filled up quickly and we may have to look for a second night to have another class.
6. Summer program schedule should be out June 1.

c) **Camps**

i. After School Camps

1. We have 65 spaces and still have some space availability.

ii. Summer Camp Update

1. Camps were full on April 12. By the end of the second week, we had no space left for non residents
2. Councillor Herlihy asked if we had any kids that needed special needs funding. Kim noted the government has not approved any of the funding for the summer yet leaving some families in limbo.
3. We currently have 8 that are waiting for funding. In 2024 we had 5 that were funded and had 7 or 8 that applied for funding and did not get it.

d) **Facilities**

i. Terry Fox Sport Complex

1. Usage was listed in the Managers Report. The poor weather in the first few weeks caused the number of hours to be down
2. The U15 Soccer Nationals will be held in October.
3. RC United Tournament is scheduled for June 13-14 weekend.
4. Over 35 Baseball Nationals will be August 4th weekend.
5. Ball field lights – the bases are in, and the standards will go up. Looking to have them finished by the end of May.
6. The shelters have been installed and are in, the sound system has been delayed.

ii. Field Preparations/Staffing

1. A concern was communicated to Chair Stevenson from Councillor Frizzell as to the preparation of fields and who is to move nets and things around on the field.
2. Kim explained that the staff is not aware of which groups will be using the fields. The agreement also stats that the coaches are responsible for moving nets. If they need help to move the nets, they are to request it ahead of time.
3. As per school policy, the nets have to be clipped to the fence for safety reasons. The nets along the side of the field are not locked but have a d-ring to allow them to move. The nets on the field are locked and can be unlocked upon request.
4. It will be noted in the contracts that the coaches are responsible for moving nets if they need to be moved.

5. There is always staff on site when there are rentals in the facility.
- iii. Media Booth – Safety Measures/Signage
1. There was a concern about the new wood steps on the Media Booth as they are slippery when wet and there were some people who fell on the stairs.
 2. Kim noted that when the people fell, they were wearing their cleats and with those, any surface can be slippery.
 3. There were grippers added to the stairs and signage has been ordered.

8) OTHER

- i. Rural Growth Initiative – Application Review
 1. Kevin Coady presented the fund background and application items.
 2. Councillor Herlihy asked if the playground in question would be the Lowther Park.
 3. The heat pumps at the Civic Centre were discussed.
 4. The policy application as completed, was moved by Chair Stevenson and seconded by Councillor Campbell.
- ii. Donation Policy Review
 1. This was last amended in 2007.
 2. Chair Stevenson recommended the Committee increase the amounts on the policy.
 3. The discussion centred around the increase in the cost of travel as a reason to increase amounts.
 4. The committee decided to leave the process for application the same and increase the amounts given to those who apply.
 5. Chair Stevenson suggested that there be a more in-depth review of the donation policy at a future date.
 6. Councillor Herlihy noted that there may be cross over in individuals under the Donation Awards policy and team donations made through other programs leading to more than what they are entitled to.
 7. Kim clarified that the team sponsorship would fall under this policy.
 8. It was recommended that an increase of \$50 to each category for individuals (including travel within the Maritime) and increasing the total for each organization, and an increase of \$200 to events being hosting in Cornwall that do not fall under the Sport Tourism Grant.
 9. Kevin clarified that the money for the donations under this policy is taken from the Parks and Recreation Budget.
 10. Councillor Herlihy noted that any donation requests should be included in the monthly Parks and Recreation Committee meeting package.
 11. The committee recommended increasing the amounts in the donation policy as discussed. It was moved by Chair Stevenson and seconded by Councillor Campbell.
- iii. Wall of Fame Nomination – Contessa Scott
 1. After some discussions, Chair Stevenson moved to approve Contessa Scott to be added to the Town of Cornwall Sport Wall of Fame. It was seconded by Councillor Herlihy.
 2. Kim noted that given the need for time to gather items and put together the shadowbox, the presentation would likely take place in the Fall.
- iv. APM Memberships – Update

1. To date the Free membership program has had 18 residents apply.
- v. 22U Baseball Request
 1. This is from a new team that will be under the Cornwall Area Minor Ball Association. Kim requested a roster and was told the average age was 20. The request was to reduce fees at the Terry Fox Complex for the U22 baseball team. It was noted that the policy was in place for youth to encourage more participation.
 2. It was decided that the request would be denied as other groups in the past have been denied.
- vi. Rotary Club of Charlottetown – Corporate Membership.
 1. The Rotary Club approached Kim about partnering with the Town for Fund raising (for example a 50/50 draw during one of the events).
 2. This is the group that sponsored part of the new batting cage at the Terry Fox Complex.
 3. It was then discussed that the Town of Cornwall join the Rotary Club with a Corporate Membership.
 4. The group is willing to present the opportunity to join at a Committee of Council meeting.
 5. Town would be a corporate member for \$280 and one committee member would attend weekly meetings should we join.
 6. Kim will reach out to the group to touch base with Tracey to present at a future Committee of Council meeting.

9) **IN CAMERA**

N/A

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, June 11th, 2025, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:27pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

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

Events

- **Event Recap**

- **Community Yard Sale**

- The Town's Community Yard Sale was held on Saturday May 24th, 2025.
- There was a total of 29 addresses registered, and all 40 tables were booked at the Cornwall Civic Centre.
- The line up at the Civic Centre started around 7:40am, and the traffic continued throughout the morning.
- The Town had a small canteen at the Civic Centre.

- **Charity Golf Event Recap**

- The Town with PBJ Construction hosted their first charity Golf Event on June 1, 2025.
- The event was held at the Clyde River Golf Club, with 21 teams registered for this event.
- The Town received great support from area businesses, with our title sponsor PBJ Construction and 17 Hole Sponsors.
- The teams participated in a best ball format, and then there were the longest drive and longest putt competitions held.
- The teams were served sausages, potato salad, chips and a drink as part of their tournament fee.
- After the event teams gathered in the clubhouse where prizes were awarded.

- **Upcoming Events**

- **3rd Annual Arsenault Bros. Ball Hockey Tournament**

- This event is scheduled for June 7, 2025, at the Terry Fox Sports Complex.
- To date we have the following teams registered.
 - Ages 5 – 6: 4 teams
 - Ages 7 – 8: 5 teams
 - Ages 9 – 10: 7 teams
 - Ages 11 – 13: 9 teams
- The day will consist of the tournament, bouncy house, music, competitions, and the Cavendish Fry wagon.

- **Canada Day 2025**

- Canada Day planning for 2025 has begun.
- Fireworks have been booked.

- We have booked some entertainment for the Town Hall Celebrations.

Camps Update

- After-School Program:
 - For May, we had 60 participants registered
 - We had about 55 participants attending daily.
 - Children enjoyed playing with grounders, soccer, gaga ball, and using parachutes.
- Sports and Adventure program
 - In May 1 we had 29 children registered
 - On average, we had 24 children per day
 - Children enjoyed playing soccer, baseball, basketball and playing at the dream park.

Spring Programs Update

- Adult Outdoor Beginner Pickleball - Good start to the outdoor season, we have 20 registered and this program will run until the end of June
- Adult Intermediate Pickleball – We have 9 registered, which is low. These players tend not to like outdoor play due to the wind. We may get stronger numbers for the summer sessions.
- Ball Fitness – This program finished at the end of May. There were 39 registered on average \$25 per class. This program will continue in the fall.
- Birthday Parties – This continues to be a strong program for us, we have done 7 so far this spring with 4 more on the way in June.
- Chair Yoga – This is one of the top programs, 57 registered with an average of 45 every class. We are hoping to continue this program through the summer months, but we will be limited on numbers as we will have to host at the Town hall.
- Dessert Bingo – This program will run until June 12, 2025. We are still getting around 25 each week.
- Pilates – We have 7 registered for the spring session, will try and run a summer version in July and see if we have more interest.
- Seniors Lunch – For May, on average, we had 80 take part in the seniors' lunch, with the last event having 85. We had the following meals for May:
 - Cold Plate
 - Million Dollar Ravioli
 - Chicken Stew
 - Homemade Pizza
 - Chicken burgers and Caesar Salads
- Youth dodgeball – This program ended on May 29th, we had 13 registered in the program and regularly had 10-12.
- Indoor Intermediate pickleball- This program is being held at Westwood school gym. This program has 17 registered and on average 14-16 participants attending. This program runs until June 12, 2025.

- Outdoor Ball Hockey Program – This program ran for 8 weeks and finished up on Saturday May 31st with a wrap up session. We had 4 different age groups and a total of 91 players. This is a great program.
- Preschool Soccer – This was held on Tuesday evening from 5:30pm – 6:30pm. There were only 7 registered in this program, but it worked well at the Cornwall Civic Centre.
- Baseball Skills Program- This program offered two age groups, the U9 had 10 participants, and U11 had 17. This was a great program that took place either at Westwood gym, or TFC sports complex. Each group got to work on all skills and got to play wiffle ball games at the end of each session.
- Hip Hop – The Town in partnership with Level Up Dance Studio offered a four-week intro Hip Hop Dance class for ages 6 – 10years. This was a huge success with 17 children registered in the program, who learned a variety of dance moves. We will be looking at hip hop for teen program beginning in June.
- Youth Tennis - This program is partnership with Tennis PEI is being held on our newly resurfaced tennis courts. There are two age categories 6-9ys which have 14 registered and 10-13yrs has 14 registered. This program focuses on skill development and learning the game. There has been interest in offering a June session.
- Adult Tennis- This is also a partnership with Tennis PEI and runs on Tuesday and Thursday evenings. There are 8 participants in the program, and they learn a bit of skills and play games. This program is a great chance to stay active and learn the game of tennis.

Summer Program

- The Town released its new summer guide on June 5, 2025.
- The Town will once again be offering three adult swim times per week, and two swim times are being sponsored by GoPEI.
- We also will be offering youth recreational soccer, pickleball, intro to sports, swimming lessons this summer.

Facilities

Terry Fox Sports Complex

- The Terry Fox Sports Complex light project is 90% completed, with a few outstanding issues on the landscaping side of the project.
- Cornwall Tigers the first Aussie Football club in PEI will be playing Terry Fox Sports Complex on Saturday June 7, 2025, from 1:00pm – 6:00pm. There will be teams from Saint John, Halifax and Sydney.
- The annual RC United Soccer Tournament will be held at the facility from June 13 – 15, 2025.
- For the month of May, the usage is as follows;

2025	2024 Usage
▪ Soccer Turf – 122hrs	Soccer Turf – 111 hrs
▪ Football Turf – 155.5 hrs	Football Turf – 119 hrs
▪ Baseball Field – 78.5	Baseball Field – 77hrs

- Softball Field – 50.5
- Volleyball Courts – 54.5

Softball Field – 61hrs
Volleyball Courts – 6hrs

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: June 25, 2025

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-07-2025 Resident Tree Planting Request

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

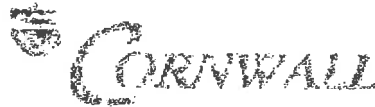
Seconded by Councillor _____ **Judy Herlihy**

Whereas: The Town of Cornwall has established a policy to allow residents to plant trees on Town property for a variety of reasons;

And Whereas: Sally MacDonald has filled out and submitted the necessary application to plant 2 trees at Town Hall and 2 trees at the Cornwall Civic Centre;

And Whereas: The Parks and Recreation Manager has reviewed the application and recommends that it be approved;

Therefore, be it Resolved: The planting of these trees is approved trees as per the application received.



TREE PLANTING APPLICATION

Please return the completed application form to

Manager of Parks and Recreation
15 Mercedes Dr. Cornwall, PE COA 1H0
By email to: info@cornwall.ca

Name of Applicant:	Sally MacDonald		
Street Address:	12 Alcan Dr.		
City: Cornwall	Province: PEI	Postal Code: COA 1H0	
Phone Number:	702 628-8236		
Email:	sxmacdonald@gmail.com		
<input checked="" type="checkbox"/> I would like to request permission to plant a tree on Town property. I have read the Policy, and I agree to the terms and conditions therein.			

LOCATION

List your two (2) location choices in preferential order. While every effort will be made to accommodate applicant preferences, the final decision on location rests with the Manager of Parks & Recreation (or designate) and Council.

1. Town Hall

2. Pool/Rec center

PROCEDURE

1. Complete and submit the required application form.
2. Application is reviewed and either the:
 - Request is approved, including confirmation of the preferred location; or
 - Applicant is contacted with an offer of an alternate location; or
 - Request is denied.
3. Upon successful application, the applicant will work with the Town to plant the tree.
4. Planting will take place as per the policy and under the direction and oversight of Town staff.

- 5 No planting will be permitted without the accompaniment of a member of the Town of Cornwall staff.
- 6 Applications are received and reviewed on an ongoing basis, but planting shall only be carried out per section nine of the policy.

TREE SPECIFICS (species, age, size)

2 Red oaks at each location in honour of
Joshua Oliver Underhug. 2ft tall.

I have read the policy in its entirety, and I agree to comply with all Town by-laws, rules, and regulations as they relate to my application.

Applicant Name: SALLY MACDONALD Date: JUNE, 5, 2025

Applicant Signature: *S. MacDonald*

Date Application Received: *June 11, 2025*
Staff: *Kim McNeill*

PERMISSION TO PLANT A TREE ON TOWN PROPERTY

Request Received Date: *June 11, 2025* Method: *OFFICE*
Confirmed Location: *TOWN HALL*
Date of Planting: *ASAP*
Tree Species (if applicable):

Staff Name: *Kim McNeill* Date: *June 11, 2025*

Staff Signature: *Kim McNeill*



TOWN OF CORNWALL

RESOLUTION

DATE: June 25, 2025

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-08-2025 Land Purchase Request – Natha Comeau

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

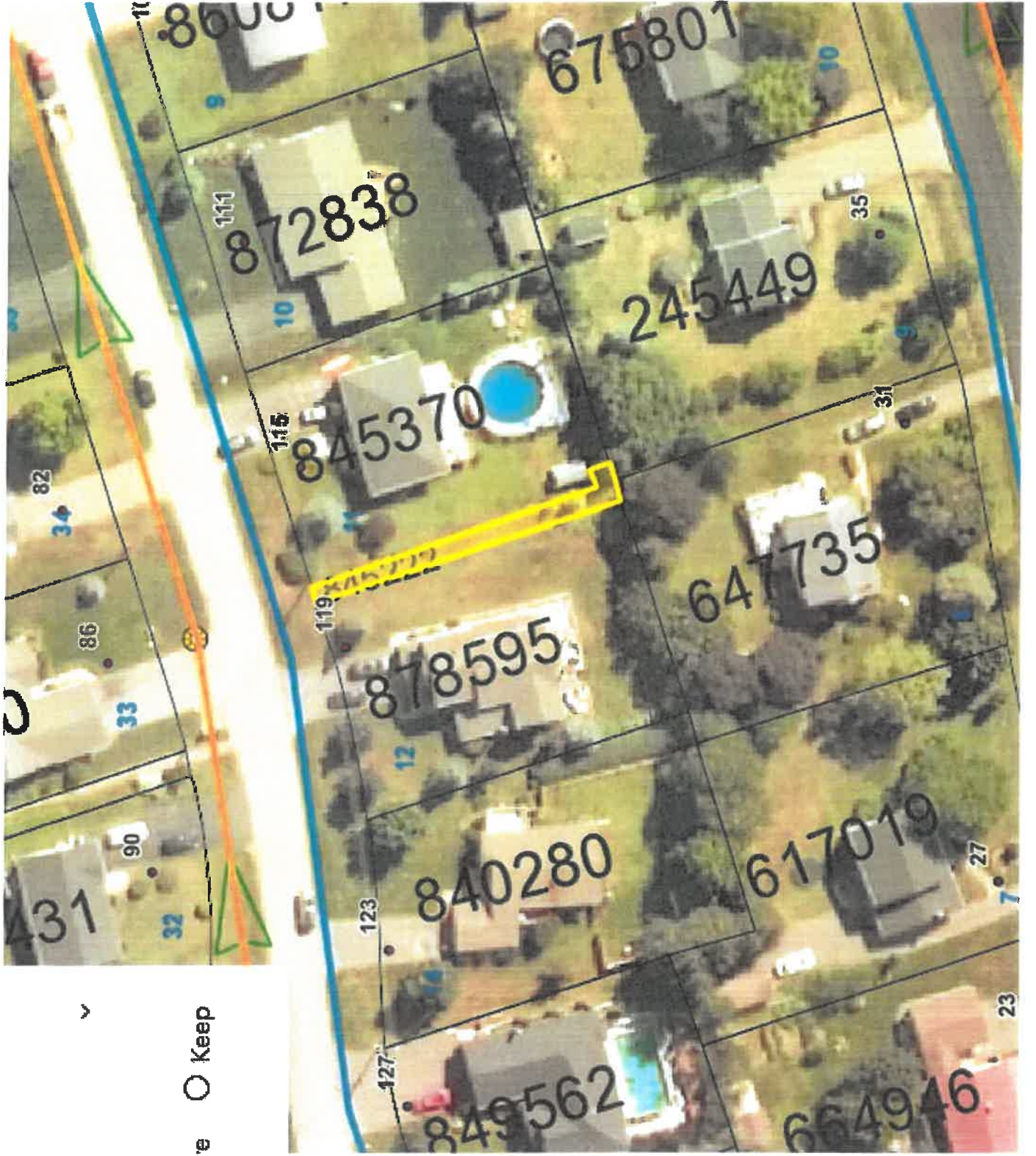
Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: Resident Nathan Comeau has submitted a written request to purchase the part of PID 845222 (Photo Attached) located adjacent to his property at 115 MacKinley Crescent to use as part of his yard in some landscaping;

And Whereas: The Town Parks and Recreation Committee has discussed the land, and recommends that the property not be sold, but that Mr. Comeau be allowed the use of the property to plant shrubs and flowers and the like (Not Trees) on;

Therefore, be it Resolved That: Nathan Comeau be permitted to plant shrubs and flowers on the portion of PID 845222 adjacent to his property for such time as the Town allows and subject to signing and agreement with the Town for that use.



e O Keep

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, June 2nd, 2025, at 4:30 PM**

Chair: Councillor Elaine Barnes

Present: Deputy Mayor Jill MacIsaac
Councillor Cory Stevenson
Mayor Minerva McCourt

Also: Doug Longmoore, Manager of Infrastructure
Kevin Coady, Chief Administrative Officer

CALL TO ORDER

The meeting was called to order at 4:30 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 Councillor MacIsaac and seconded by Councillor Stevenson that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson and seconded by Councillor MacIsaac that the Minutes of May 5th, 2025, be approved as circulated.

Motion Carried

PROJECT UPDATES

WATER TOWER

Greatario has provided WSP with an updated schedule for the construction of the new water tower. It is currently scheduled to be complete and ready for service around July 17, 2025. Work will begin shortly to install the new valve chamber on Main Street, and on the various electrical and communications components.

CORNWALL ROAD PHASE 1

Birt & MacKay has been awarded the Cornwall Road Phase 1 Utilities Extension and Active Transportation Trail. They are in the progress of updating their work schedule and submitting

shop drawings to WSP for the project. It is expected that the project will start in earnest over the next 2 weeks. Residents along Cornwall Road were notified of work taking place and staff have received positive support for the active transportation trail and the project.

CANDLELIGHT LIFT STATION

Staff were working on a project to mount a manual transfer switch on the electrical service line to the Candlelight lift station. The manual transfer switch would allow the utility to connect their mobile generator to the lift station in all weather conditions in the case of a general power interruption in the area. The mayor and staff received a complaint that the posts and mounted structure would be unsightly.

The Utility is going to reach out to Brian MacKinley owner of the property around the lift station and inquire about getting year-round access to the lift station for maintenance and service work.

Kevin Coady Arrived at the meeting.

2024 WATER REPORT

The Committee reviewed the 2024 Water Report that was included with the package. As part of the water act regulations, the Utility must provide a summary of water sampling results and utility activities and have them available to residents. The report showed that water samples taken from the distribution system were free from pathogens and meet the requirements for drinking water standards. The water report will be posted online on the Town's website.

FIRE HYDRANT USE POLICY

Staff prepared a draft Hydrant Use Policy for the Town of Cornwall to establish approved uses for municipal fire hydrants within the town and direct authority over their use. The Committee discussed the policy in detail and offered suggestions on wording within the policy. The intent of the policy is to set guidelines on the use of municipal fire hydrants to support community residents and community groups to access water for fund raising activities and not activities relating to commercial businesses. The Hydrant Use Policy will be discussed again at the next Utility Committee Meeting.

CORRESPONDENCE

In-Law Suite Charges

The Committee reviewed a request from the owner of 12 Alcan Drive to retroactively recalculate the utility service charges going back to November 2018 for an unoccupied in-law suite. It has been the practice of the Utility to charge in-law suite as a separate apartment unit attached to main property. The in-law suite was setup in 2005, and the utility was notified of it no longer in use on May 9, 2025. The Committee agreed that since the In-law suite was no longer in use the account should once again be billed as a single unit as of the first day of the most recent billing period. An Information memo will be sent to Committee of Council.

OTHER

Nil.

NEXT MEETING

Next meeting is scheduled for Monday July 7th at 4:30 pm at Town Hall.

MEETING ADJOURNED

Meeting adjourned at 5:40 pm.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
MANAGER OF
INFRASTRUCTURE

madd
M E S S A G E



In Appreciation To:

Town of Cornwall

*for supporting MADD Canada with your ad in the
MADD Message Yearbook*

Thank You!

2025

