

**Town of Cornwall  
Regular Council Meeting  
July 23, 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) June 25, 2025
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
  - a) Declaration – Conflict of Interest
- 8) **Planning and Development– Deputy Mayor Maclsaac**
  - a) **Minutes/Reports**
  - b) **Resolutions**
    - i) Bylaw 422I, First Reading - Rezoning – Main Street -PID# 406926
    - ii) Official Plan Amendment – General Land Use Plan, 298 Main Street (PID#245969)
    - iii) Bylaw 422J, Second Reading - Rezoning – 298 Main Street (PID#245969)
    - iv) Bylaw 422J – Formal Adoption
    - v) Parking Variance - 9 Cornerstone Drive
- 9) **Committee of Council**
  - a) **Minutes/Reports** – Minutes June 18, 2025
  - b) **Resolutions**
    - i) First Quarter Financials
    - ii) C.H.A.N.G.E. Program – Use of Space Request
- 10) **Environment and Sustainability – Councillor Herlihy**
  - a) **Minutes/Reports** Minutes (Draft) June 16, 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 June 11, 2025
  - b) **Resolutions**
- 13) **Public Works – Councillor Campbell**
  - a) **Minutes/Reports** – Minutes (Draft) June 25, 2025
  - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
  - a) **Minutes/Reports** - Minutes (Draft) July 7, 2025
  - b) **Resolutions**
- 15) **Correspondence**
  - a) Special Olympics Enriching Lives Gala – Thank You
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island  
Regular Meeting of Council  
Wednesday, June 25, 2025  
4:30 PM**

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

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

**Regrets:** Deputy Mayor Jill MacIsaac

**CALL TO ORDER**

Mayor Minerva McCourt called the meeting to order at 4:30pm. There were 16 members of the public in attendance.

Mayor McCourt welcomed all guests including the scholarship recipients and families.

**LAND ACKNOWLEDGEMENT**

Read

**SCHOLARSHIP PRESENTATIONS**

The 2025 Town of Cornwall Scholarships were presented to the following recipients:

- Alex Gallant – Academic
- Maren Evans – Arts
- Cole Irwin – Athletic
- Emma Claire Csyernick – Mature
- Samantha Lamont – Prolonged Disability

Mayor and Council congratulated the recipients and their hard work and graduation and wished them a wonderful summer and future.

4:41pm – Meeting paused for pictures with the Scholarship Winners

4:45pm – Resumed regular session.

## **APPROVAL OF THE AGENDA**

Amendment to Agenda – Councillor Stevenson moved, seconded by Councillor Barnes to amend the agenda and remove section 8-b-1 due to conflict-of-interest complaint received.

Councillor Barnes moved, seconded by Councillor Stevenson that the agenda be approved as amended with the addition of Donation Request 15-b-e by Councillor Stevenson and Correspondence 15-c-d by Councillor Campbell.

**Motion Carried**

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

Mayor McCourt will recuse herself for 8-b-1 due to potential family benefit if development occurs.

## **APPROVAL OF THE MINUTES**

- a) **May 27, 2025, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Campbell that the minutes of May 27, 2025, Regular Council Meeting be approved as circulated.

**Motion Carried**

## **BUSINESS ARISING**

Nil

## **GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS**

Scholarship Presentations were moved to the beginning of the meeting.

## **REPORTS OF COMMITTEES / RESOLUTIONS:**

## **PLANNING AND DEVELOPMENT**

### **Reports & Resolutions:**

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

- i) **Minutes** – June 4, 2025 (draft) – included in the package.

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

4:46pm Mayor McCourt left the meeting – Councillor Campbell assumed the Chair position.

**Rezoning Application – Main Street PID 406926**

It was moved by Councillor Stevenson and seconded by Councillor Barnes to remove this item from the agenda for further review of a conflict-of-interest complaint that was received by the Town.

**Motion Carried 4-0**

Mayor McCourt returned to the meeting at 4:48pm

**PL-12-2025 - Bylaw #422J – First Reading and Approval  
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control  
(Development) Bylaw #422**

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

**Whereas:** Council has 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.

**Motion Carried 5-0**

**COMMITTEE OF COUNCIL**

- a) **Minutes/Reports:**
  - i) **Minutes** – May 21, 2025 - included in the package.

**b) Resolutions:**

**COC-25-2025 Ride for Refuge**

**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 4<sup>th</sup> 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.

**Motion Carried 5-0**

**ENVIRONMENT AND SUSTAINABILITY**

**a) Minutes/Reports:**

- i) **Minutes** – May 12, 2025 (draft) – included the package. Councillor Herlihy welcomed summer student Taleah Logue. Taleah will be working on the water audit program.

**b) Resolutions: Nil**

**MUNICIPAL AND EMERGENCY SERVICES**

**a) Minutes/Reports:**

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
  - T-3 Transit presented options for transit enhancements in the Town and will bring back a more detailed proposal at next month’s meeting.
  - Councillor Frizzell and Councillor Campbell stopped by the Atlantic Motor Vehicle Extraction Competition hosted by the NRPD and noted that it was very impressive to see the firefighters in action.
  - Council took a tour of the new RCMP detachment. It is great to have the detachment in our Town. August 22, 2025, is the official Grand Opening.

**b) Resolutions: Nil**

## **PARKS AND RECREATION**

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

- i) **Minutes** – May 14, 2025 – included in the package. Councillor Stevenson provided the following updates:
  - Shout out to staff Kim Meunier, Greg Lucas and Dylan Cameron for a very successful 1<sup>st</sup> Annual “Everybody Plays” Golf Tournament. Funds raised will assist youth with financial barriers to allow them to participate in sports. There were a lot of sponsorships and staff hosted a BBQ after the event.
  - The Arsenault Brothers 3<sup>rd</sup> Annual Ball Hockey Tournament was a big success.
  - The Terry Fox Complex fields remain busy and most recently hosting the RC United Kick off Tournament with 45 teams. Big thanks to staff for their great work keeping the facility clean and well run.
  - Canada Day events taking place include: Pancake Breakfast at the Cornwall Civic Centre, Healing Ceremony at the Circle of Peace, Opening Ceremony with cake, ice cream and family fun at Cornwall Town Hall, Family BBQ and swim at Cornwall Civic Centre, Singalong with Campfire Dave at Westwood School, wrap up Fireworks at Hyde Pond.
  - There will be two Park Parties this summer – July at Town Hall and August at Poolside Park.
  - There will not be a July committee meeting, the August meeting is pending.

### **b) Resolutions:**

#### **PR-07-2025 Resident Tree Planting Request**

**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.

**Motion Carried 5-0**

**PR-08-2025 Resident Use of Property PID 845222**

**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.

**Motion Carried 5-0**

**PUBLIC WORKS**

**a) Minutes/Reports:**

i) **Minutes:** The Committee is meeting tonight after the Council meeting.

**b) Resolutions:** Nil

**WATER/SEWER UTILITY**

**a) Minutes/Reports:**

- i) **Minutes:** June 2, 2025 (draft) – included in the package. Councillor Barnes provided the following updates:
- The Town was recently notified that there is a slight delay with the completion of the Water Tower project.
  - Birt and McKay has been awarded the contract for the Cornwall Phase 1 project.
  - The 2024 Water Report is available on the Town's website.
  - The Committee is working on a Water Hydrant Use policy.

**b) Resolutions:** Nil

**CORRESPONDENCE**

- MADD Canada - Thank You was received for the Town's donation.
- Councillor Stevenson received a request from Village Green for use of the Town's tables and chairs. This should be passed along to Manager Meunier to coordinate if not in use. The event can be shared on the Town social media.

## **OTHER BUSINESS**

- Councillor Stevenson noted that students and staff are on the year end countdown and wishes students and staff a safe and great summer as well as the much-deserved break.
- Councillor Stevenson wished his favorite teacher, his wife Jana, a very restful summer.
- Councillor Campbell noted that the Town's mascot, Maizie, participated in the Eliot River Mascot Challenge on the winning team for the relay portion.
- Councillor Campbell's daughter was part of the U15 team that won the Silver at the recent tournament. It was a great weekend for all participants.
- Councillor Campbell noted that NFRD hosted the Atlantic Motor Vehicle Extraction competition. It was a great event that brought a lot of people to the Town.
- Councillor Campbell congratulated his daughter on her grade 9 graduation as well as all other graduates. Have a safe and happy summer.
- Councillor Frizzell noted that the RC United Kick Off was an amazing sport tourism event. Staff and organizers did a great job. The U11 girls won the gold medal, and his daughter Carmella got 4 goals.
- Councillor Frizzell noted that he had a busy month with a great experience at FCM in Ottawa. There were a lot of opportunity to network and learn including a great session "Equipping Municipal Leaders to Combat Misleading Information".
- Mayor McCourt attended the wrap up senior's lunch with over 125 people in attendance. Staff and volunteers did a great job.
- Mayor McCourt was a guest speaker at the Knights of Columbus dinner. This is a great organization that helps a lot of people in the community.
- Mayor McCourt attended the Blue Heron awards night and the National Indigenous Day at Confederation Landing.
- Mayor McCourt wished everyone a great summer!

## **IN CAMERA**

119-1-a It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move "in camera" at 5:32pm.

## **Motion Carried**

## **ADJOURNMENT**

The meeting resumed regular session at 6:20pm.

Meeting was adjourned at 6:21pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



**TOWN OF CORNWALL**  
**RESOLUTION**

**DATE:** July 23, 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 23<sup>rd</sup> day of July, 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**





# TOWN OF CORNWALL

## RESOLUTION

**DATE:** July 23, 2025  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-13-2025  
**Approval and Adoption of Official Plan Amendment OPA-2025-02  
Amendment to the 2022 Official Plan – General Land Use Plan**

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Corey Frizzell**

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

**Whereas:** Council has received an application to redesignate the Future Land Use of PID 245969 from Planned Unit Residential Development to General Commercial;

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

**And Whereas:** the proposed amendment to the designation of said 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 Official Plan Amendment OPA-2025-02, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

**Town of Cornwall**  
**Official Plan Amendment OPA-2025-2**

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The Council of the Town of Cornwall, under the authority vested in it by Sections 11-15 and 18 of the *Planning Act* R.S.P.E.I. 1988 Cap. P-8, hereby enacts as follows:

**The Town of Cornwall Official Plan (2022) Part 5, Figure 5, General Land Use Plan is amended by the following:**

- 1. The Future Land Use designation of PID 245969 is designated as General Commercial, hereby excluding it from its former designation of Planned Unit Residential Development.**

**Effective Date**

The effective date of Official Plan Amendment OPA-2025-02 is the date as signed below by the Minister of Housing, Land and Communities.

**Council Approval:**

Official Plan Amendment OPA-2025-02 was approved by a majority of council members present at the Council meeting held on the 23<sup>rd</sup> day of July, 2025.

**Signatures**

\_\_\_\_\_  
**Mayor** (signature sealed)

\_\_\_\_\_  
**Chief Administrative Officer** (signature sealed)

**Ministerial Approval**

This Official Plan Amendment is hereby approved.

Dated on this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Minister of Housing, Land and Communities



# TOWN OF CORNWALL RESOLUTION

**DATE:** July 23, 2025  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-14-2025  
Bylaw #422J – Second Reading and Approval  
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 – Zoning Map

**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);

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

**And Whereas:** the proposed amendment to the designation of said 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 concurrent Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw;

**And Whereas:** the proposed amendment to the General Land Use Plan, being OPA-2025-02, was approved at a public meeting of Council on July 23, 2025;

**And Whereas:** Bylaw #422J, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on June 25, 2025;

**Therefore, be it Resolved:** that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby read and approved a second time.

**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 25<sup>th</sup> day of June, 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 23<sup>rd</sup> day of July, 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 23<sup>rd</sup> day of July, 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 23<sup>rd</sup> day of July, 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**

# 298 Main Street (PID 245969)

Existing Zoning – Planned Unit Residential Development (PURD)



Proposed Zoning – General Commercial (C1)





# TOWN OF CORNWALL RESOLUTION

**DATE:** July 23, 2025  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-15-2025  
**Formal Adoption of Bylaw #422J**  
**A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422 – Zoning Map**

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Corey Frizzell**

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

**Whereas:** Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the 2022 *Official Plan* and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”);

**And Whereas:** Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the first time at the Town of Cornwall regular council meeting held on June 25, 2025;

**And Whereas:** Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the second time at the Town of Cornwall regular council meeting held on July 23, 2025;

**Therefore, be it Resolved:** That Bylaw #422J, a bylaw to amend the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby formally adopted as a Bylaw of the Town of Cornwall.



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** July 23, 2025  
**COMMITTEE:** Planning Committee  
**MOTION NUMBER:** PL-16-2025  
Variance Application  
9 Cornerstone Drive (PID 1149626)

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

**Moved by Councillor** \_\_\_\_\_ **Steven Campbell**  
**Seconded by Councillor** \_\_\_\_\_ **Judy Herlihy**

**Whereas:** The Town received a Development Permit Application for an addition (gymnasium) to an Institutional Building located at 9 Cornerstone Drive, being PID 761569 (the “Property”);

**And Whereas:** A subsequent Variance Application was received requesting an 22.5% Variance to reduce the number of parking spaces required by the development from 351 parking spaces to 272 parking spaces;

**And Whereas:** Council considered the 2022 *Official Plan* and the Town of Cornwall *Zoning and Subdivision Control (Development) Bylaw #422*, including Section 21;

**Therefore, be it Resolved:** That Council grant approval to allow an 22.5% parking reduction Variance, relating to Development Permit Application C-109-25 at 9 Cornerstone Drive, being PID 761569, subject to entering into a Development Agreement with the Town.

**CORNWALL TOWN COUNCIL**

**RFD# PC – 13-25**

**Date: July 16, 2025**

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**TO:** Mayor McCourt and Members of Council

**SUBMITTED BY:** Planning & Development Department

**DATE:** July 16, 2025

**SUBJECT:** Variance Application (V-02-25) – 9 Cornerstone Drive (PID 761569) - Cornerstone Baptist Church

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**Mover:**

**Seconders:**

**ORIGIN:** Development Permit Application and subsequent Variance Application received for a proposed addition to Cornerstone Baptist Church. The Variance Application is for a 22.5% parking space variance.

**RECOMMENDATION:** That Council approve the 22.5% parking reduction Variance Application.

**BACKGROUND:** The Applicant submitted a Development Permit Application for the addition of an 80' x 120' gymnasium (gym), storage areas and a 50'6" x 42'10" section connecting the existing structure to the new gym. Permits issued for previous additions required a total of 304 spaces (accessible spaces not included) with a minimum of 199 of those located on-site as there is an existing agreement between the church and East Wiltshire School (EWS) to provide overflow parking. This parking requirement was not fulfilled. An additional 47 spaces would be required for the proposed new addition resulting in a total of 351 spaces needed (accessible spaces not included).

The proposed total number of parking spaces is 200 regular spaces with 4 accessible spaces on-site and 72 regular spaces and 2 accessible spaces at EWS, being a difference of 79 regular spaces and a 22.5% Variance.

**DISCUSSION:** Parking requirements for the addition in the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422:

Section 6.1 (Parking Requirements):

Primary Type of Building	Minimum Requirement
Auditoriums, Places of Worship, Halls, Libraries, Museums, Theatres, Arenas, Private Clubs, And Other Places of Assembly or Recreation	1 Parking Space/20 sq. m. (215.2 sq. ft.) of public use area

The test for considering Variance Applications is set out in Section 21.1.4 of the Bylaw as follows:

**Section 21.1.4 – Variance applications shall be considered against the following tests for justifying a variance:**

- a) That the Lot in question has peculiar physical conditions, including small Lot size, irregular Lot shape, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw Standards;
- b) That the strict application of all Bylaw standards would impose undue hardship on the Applicant by excluding them from the same rights and privileges for reasonable Use of their Lot as enjoyed by other Persons in the same Zone;
- c) That the variance is of the least magnitude required to enable reasonable Use of the Lot; and
- d) That the proposed variance would not impact unduly on the enjoyment of adjacent properties, or on the essential character of the surrounding neighbourhood.

Although 351 parking spaces would be the Bylaw-required minimum, most of these spaces would not be needed on a fulltime basis for the operation of the facility.

Additionally, the proposed development would meet all other conditions of the Bylaw, such as lot coverage, front yard and rear yard setbacks.

**COMMUNITY/STAKEHOLDER ENGAGEMENT:** Variance applications over 5% require notification to properties within 75m (246.1 ft).

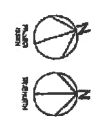
**FINANCIAL IMPLICATIONS:** N/A

**ENVIRONMENTAL IMPLICATIONS:** N/A

**ALTERNATIVES:** Deny the 22.5% parking reduction Variance Application.

**ATTACHMENTS:** Proposed Site Plan.  
Previously Issued Development Permits

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**Total Proposed on-site:**

- 198 Regular
- 4 Accessible
- 2 Oversized (?)

**Total off-site:**

- 72 Regular
- 2 Accessible

**Total Proposed:**

- 270 Regular
- 6 Accessible
- 2 Oversized

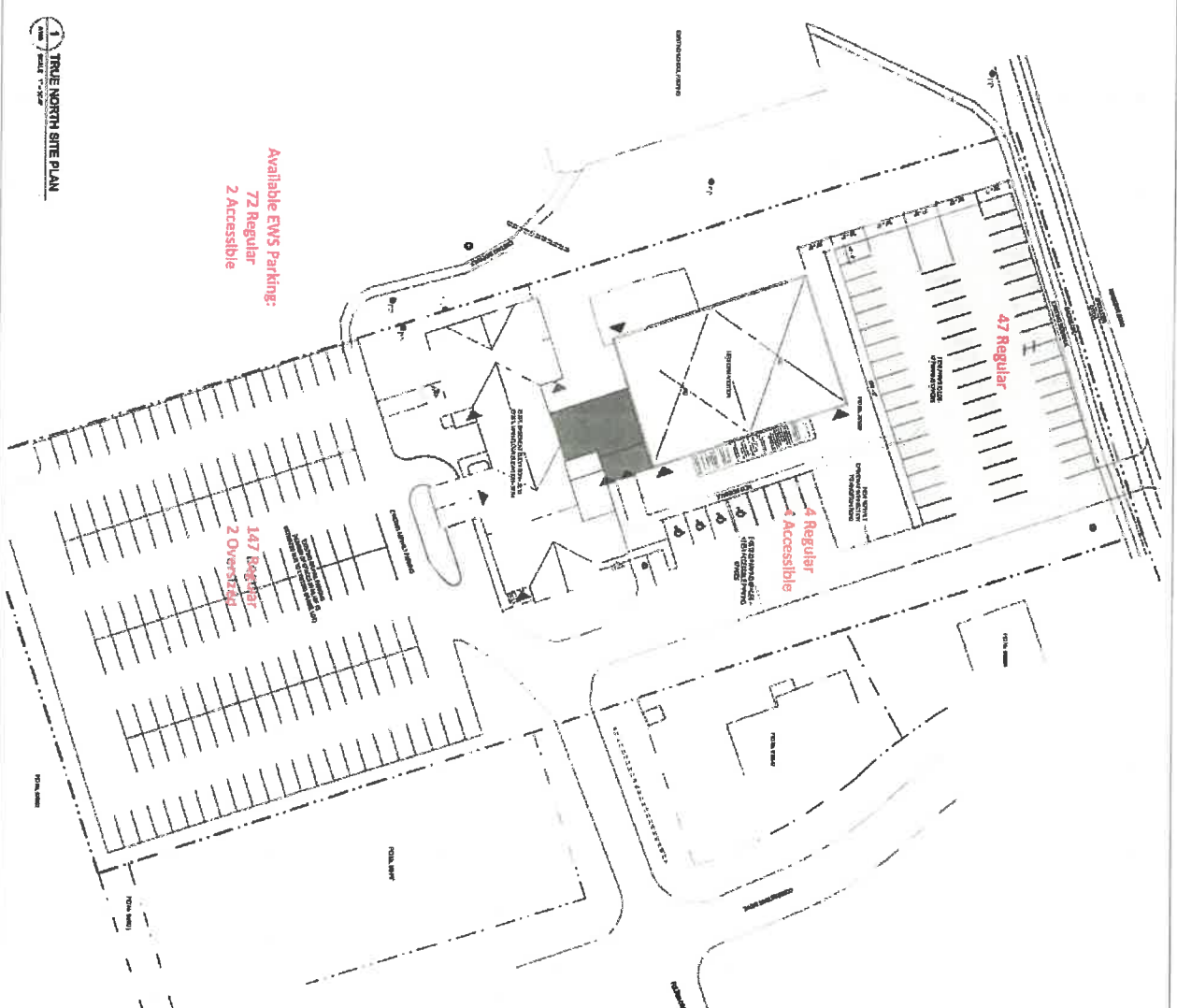
**Total Required:**

- 2008 (Addition) = 290 total regular spaces (not including Accessible spaces) with a minimum of 199 on the property. (agreement for use of school parking) (Permit C-40-08)
- 2017 (Addition) = 304 total regular spaces (not including Accessible spaces) (Permit C-32-17)
- 2025 application = additional 47 spaces totalling **351**

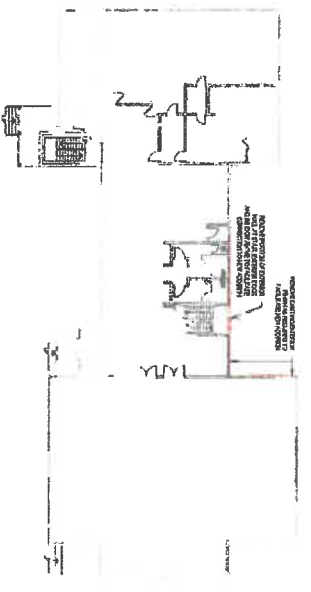
• 2 accessible parking spaces are also required for every 30 required parking spaces.

Missing 79 Regular spaces and 2 accessible.

Approval would require a 22.5% variance approved by Council.



**1 TRIPLE NORTH SITE PLAN**  
DATE: 11/11/17



**2 MAIN FLOOR - DEMOLITION**  
DATE: 11/11/17

**NOTES:**

1. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
2. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
3. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
4. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
5. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
6. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
7. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
8. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
9. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.
10. ALL EXISTING CONCRETE FLOOR AND ALL EXISTING PARTITION WALLS TO BE REMOVED AND REPLACED WITH NEW CONCRETE FLOOR AND PARTITION WALLS.

**Town of Cornwall  
Cornwall, Prince Edward Island  
Committee of Council  
June 18, 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  
Paula Griffin – Planning and Development Technician**

**CALL TO ORDER**

Deputy Mayor Jill MacIsaac called the meeting to order at 4:30pm.

There were four members of the public present.

**APPROVAL OF THE AGENDA**

It was moved by Councillor Stevenson and seconded by Councillor Herlihy that the agenda be approved as circulated with the addition of Let's Ride for Refuge Request 14-b and Planning being moved to section 7.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Mayor McCourt will recuse herself for 7-c-1 due to potential family member benefit if development occurs.

**ADOPTION OF PREVIOUS MINUTES**

May 21, 2025 - It was moved by Councillor Barnes and seconded by Councillor Frizzell that the minutes of May 21, 2025, be approved as circulated.

**Motion Carried**

## GUESTS/PRESENTATIONS

T3 Transit – Mike Cassidy discussed potential new routes to expand Transit service in the Town. T3 and Council would like to determine the best routes that provide the best service that suits the residents. Mike will provide a breakdown for the next meeting.

## PLANNING

- a) Reports/Minutes –
  - June 4, 2025 (draft) – included in the package.
- b) Information Items – Nil
- c) Request for Decision –

Mayor McCourt left the meeting at 5:09pm

There was discussion on the recommendations of the planning report regarding rezoning Main Street PID 406926 from agricultural to commercial. The updated report recommended against rezoning. All information and responses to the public meeting were included in the report. Councillor Frizzell inquired as to any differences in the original Planning report and the updated version, staff noted the only difference was a more definite recommendation. The same is the case with the updated Planning report regarding the application to rezone 298 Main Street. Councillor Frizzell also asked about what it would take to rezone Main Street to commercial in keeping with the Main Street Spatial Plan. CAO Coady advised that if proper processes are followed and it adheres to IRAQ requirements, land can be rezoned.

**Rezoning Application – Main Street PID# 406926** – It was moved by Councillor Frizzell and seconded by Councillor Barnes that a resolution be brought forth to Council that Bylaw #422I, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for PID# 406926.

Mayor McCourt returned to the meeting at 5:29pm.

There were no issues noted in the updated Planning report for the rezoning of 298 Main Street PID 245969 from residential to commercial. The property had previously been commercial.

**Rezoning Application – 298 Main Street PID# 245969** It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, be amended by changing the zoning for 298 Main Street being PID# 245969.

## **FINANCE/ADMINISTRATION**

- a) Procurement Bylaw – draft included in the package. There was discussion on the draft bylaw and some further suggestions brought forward. Manager MacKinnon will make changes to bring back to the next meeting.
- b) Capital Projects Update – Manager MacKinnon provided the update. Councillor Barnes requested that updates on Capital Projects progress be included in the quarterly financials going forward.
- c) APM Centre (Expansion) – There was discussion on a Facebook post made from the Expansion Committee Facebook page and whether the Town should respond to comments regarding lack of support. The committee has since disbanded as they feel they have brought things as far as they could. Some key points brought up by Council were:
  - Not the best idea to respond to Facebook post as it may ignite unnecessary posts and comments.
  - Should the Town post a formal statement on the Town website or social media regarding the Town's stance on the APM Centre and the expansion. Clarify that the Town is one vote despite being the largest community as we have one member on the Board. The Town contributes yearly to Communities 13.
- d) Scholarship Awards – Award presentations will take place at the June Council meeting. Councillors Barnes, Herlihy and Stevenson will read the scholarship criteria and bio on recipients. Mayor McCourt will present the scholarships.

## **ENVIRONMENT and SUSTAINABILITY**

- a) Reports/Minutes – June 16, 2025 – the Committee met this week and. Councillor Herlihy provided the following updates:
  - The Committee did a debrief on the Dandelion Festival.
  - The Committee met the new Environmental/Water Audit summer student Taleah.
  - The Committee will be on hiatus for the summer.
  - Councillor Barnes inquired about seed packets that CAWG were handing out. In future, if the Town is purchasing items such as this, we should consider requesting Town branding for recognition.
- b) Information Items – Nil
- c) Requests for Decision – Nil

## **MUNICIPAL and EMERGENCY SERVICES**

- a) Reports/Minutes – The Committee did not meet. Councillor Frizzell provided the following updates:

- Council took a tour of the new RCMP facility.
- A tour of the Charlottetown Police E-Watch back office will be coordinated. Staff will create a Doodle poll to determine a date that works best for Council.
- Councillor Frizzell attended the Crime Stoppers AGM.
- Councillor Barnes noted that sexual assault offenses and impaired driving offenses have increased.

- (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 – May 14, 2025 – included in the package.
- (ii) Manager’s Report – June 2025. Councillor Stevenson provided the following updates:
  - The staff led fundraising golf tournament was very successful with 22 teams and 25-hole sponsors. Everyone had a great time and staff followed up the tournament with a BBQ for participants. Thanks to staff for their initiative and hard work putting this together.
  - Programs are going well, and the Summer Guide is out.
  - All fields are busy. The recent RC United Tournament was great with a lot of positive feedback from participants and spectators. There is a tournament with 36 teams coming up on the weekend of July 4.
  - The Canada Day flyer will be released soon. Events include: pancake breakfast, healing ceremony, official opening with cake and entertainment, family swim and BBQ, singalong with Campfire Dave followed by the fireworks.
  - There will not be a July meeting and possibly one for August depending on agenda items.
  - Councillor Frizzell noted that it was great work getting the U15 Soccer Nationals and over 35 Baseball Nationals hosted in the Town. He inquired if the Town was the primary location for the tournaments and if there are contracts that get signed. We are the primary location and will get more information on the Town staff’s role in hosting tournaments as stated in contract. He would like to ensure that there is always enough staff on site.
  - Mayor McCourt noted that she heard great comments on the past weekend’s tournament. Councillor Frizzell added that the staff were very busy and never stopped.
  - Councillor Barnes and Councillor Stevenson mentioned that the Just Serve app might be beneficial in creating a bigger volunteer connection.

b) Information Items – Nil

c) Requests for Decision

**Sponsorship Policy**– After discussion, it was decided that the scholarship policy would go to the next P&R Committee meeting for further review. Councillor Stevenson asked other Council members to send along any suggestions.

**Resident Request - Easement** – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall allow Nathan Comeau to plant shrubs and flowers on the portion of PID 845222 adjacent to his property for such time as the Town allows, subject to signing an agreement with the Town for that use.

**Resident Tree Planting Request** – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that planting the trees at Town Hall and Cornwall Civic Centre is approved as per the recent resident application received.

### **PUBLIC WORKS**

- a) Reports/Minutes – The Committee will meet on June 25. Councillor Campbell provided the discussion items for the meeting:
- Stop bar painting.
  - Trail sweeping.
  - Speed humps.
  - Mobile cutouts.
  - Crosswalks.
  - Robot lawnmower.
  - Councillor Barnes would like a follow up on speeding in school zones.

b) Information Items – Nil

c) Requests for Decision – Nil

### **WATER/SEWER UTILITY**

a) Reports/Minutes – June 2, 2025 (draft) included in the package.

b) Information Item – Nil.

c) Requests for Decisions – Nil.

### **CORRESPONDENCE**

**Blooming House – Ride for Refuge** – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall hereby support the Blooming House “Ride for Refuge” fundraiser as a

Community Sponsor for \$500.

- Deputy Mayor MacIsaac wanted to recognize a community-based running group that started in November 2023 and meets Wednesdays at 6pm at the Village Green Brewery. It is a great social time, and they welcome any new members. She congratulated all the runners who participated in the Lighthouse Run, in particular her husband Chris Buote who took first place.

**IN CAMERA**

MGA s.119(1)(d) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 7:52pm.

The meeting resumed regular session at 8:26pm.

**ADJOURNMENT**

The meeting was adjourned at 8:27pm.

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Mayor Minerva McCourt, Chair

**TOWN OF CORNWALL**  
**Comparative Income Statement - Budget to Actuals**  
**As of June 30, 2025**

	Budget 2025-2026 Full Year	Actuals to June 2025	Budget 3/12 or Applicable Portion
<b>REVENUE</b>			
<b>CIVIC CENTRE REVENUE</b>			
Curling Club Rent	16,437.90	0.00	0.00
Other Income(Civic Centre Rental)	4,500.00	1,830.00	1,125.00
<b>TOTAL: CIVIC CENTRE REVENUE</b>	<b>20,937.90</b>	<b>1,830.00</b>	<b>1,125.00</b>
<b>PARKS and RECREATION</b>			
Recreation Programs - Winter	60,000.00	0.00	0.00
Recreation Programs - Fall	130,000.00	0.00	0.00
Recreation Programs - Summer	155,000.00	62,753.56	62,000.00
Recreation Programs - Spring	60,000.00	94,706.43	60,000.00
Events Revenue	25,000.00	14,451.00	12,500.00
Subtotal Programs	430,000.00	171,910.99	134,500.00
Sponsorship	1,500.00	0.00	375.00
Swimming Lessons	7,000.00	3,530.00	3,500.00
Pool Programs	10,000.00	485.80	136.99
Sub-total: Pool	17,000.00	4,015.80	3,636.99
Ball Field Rentals	8,500.00	0.00	0.00
Turf Field Rental	55,000.00	5,515.28	4,583.33
High Ropes Lease Rental	4,000.00	0.00	0.00
Court Rentals	5,000.00	900.00	1,250.00
Sub-total: Sport Field Rentals	72,500.00	6,415.28	5,833.33
Grants - Recreation	3,000.00	0.00	0.00
Grants - Wage Subsidies	60,000.00	0.00	0.00
Grants- Wage Subsidies Maintenance	30,000.00	0.00	0.00
Grants - Recreation Leadership	5,000.00	0.00	0.00
Sub-total: Grants	98,000.00	0.00	0.00
Miscellaneous revenue	2,000.00	90.00	0.00
<b>TOTAL PARKS and RECREATION</b>	<b>621,000.00</b>	<b>182,432.07</b>	<b>144,345.32</b>
<b>OTHER REVENUE</b>			
Municipal property taxes	3,381,551.00	854,591.78	845,387.75
Prov Property Tax Credit	861,074.29	237,300.22	215,268.57
Payment in Lieu of Taxes (PILT)	0.00	0.00	0.00
Farm Tax Rebate	-4,700.00	-5,341.60	-4,700.00
Equalization Grant	456,196.00	122,705.43	114,049.00
MCEG Grant	426,681.00	42,861.99	42,861.99
Sewer & Water Utility	100,000.00	25,000.00	25,000.00
Investment Income	60,000.00	18,336.00	15,000.00
Investment Income from CADC	22,000.00	0.00	0.00
Building Permits & Subdivision fees	60,000.00	20,422.82	20,000.00
Fines	55,000.00	18,428.20	18,333.33

Charging Stations	1,500.00	652.21	375.00
Grant Wage Subsidy	12,000.00	0.00	0.00
Digital Sign Lease	7,200.00	0.00	0.00
Miscellaneous Revenue (Bank)	0.00	0.00	0.00
Miscellaneous Revenue (Town Hall)	1,500.00	329.00	375.00
Transit	40,000.00	190.00	0.00
Gain on Sale of Assets	0.00	0.00	0.00
Government transfer for operations	0.00	0.00	0.00
Government transfers for capital	0.00	0.00	0.00
Contributions from Developer	0.00	0.00	0.00
Misc Revenue HST refund	0.00	0.00	0.00
Gas Tax Revenue	0.00	0.00	0.00
<b>TOTAL OTHER REVENUE</b>	<b>5,480,002.29</b>	<b>1,335,476.05</b>	<b>1,291,950.65</b>
<b>TOTAL REVENUE</b>			
	<b>\$ 6,121,940.19</b>	<b>\$ 1,519,738.12</b>	<b>\$ 1,437,420.97</b>
<b>EXPENSE</b>			
<b>SALARIES &amp; BENEFITS</b>			
Salaries - Administration	263,320.71	53,138.22	60,766.32
EI Expense	4,522.45	1,217.41	1,043.64
CPP Expense	13,007.62	3,764.00	3,001.76
WCB Expense	4,871.43	2,364.55	2,435.72
Pension Expense	11,579.42	2,309.23	2,672.17
Medical Expense	7,912.83	685.34	1,826.04
Retirement reserve	4,200.00	0.00	0.00
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>309,414.46</b>	<b>63,478.75</b>	<b>71,745.65</b>
<b>ADMINISTRATION</b>			
Amortization - Admin	53,649.01	0.00	0.00
Amortization Intangible Assets	43,536.75	0.00	0.00
FCM Annual Meeting	24,400.00	23,279.86	24,400.00
Meetings/Events/Newsletter	8,500.00	3,495.42	2,125.00
Council Honorariums	68,199.03	17,049.77	17,049.76
Advertising	5,000.00	536.42	1,250.00
Debit Machine Charges	12,000.00	4,115.14	3,000.00
Donations	7,500.00	2,600.90	1,875.00
Scholarships	3,000.00	2,500.00	3,000.00
Insurance	75,000.00	88,035.06	75,000.00
OfficeSupplies/Postage/Photocopying	15,000.00	2,501.49	3,750.00
Telephone / Fax	35,500.00	9,339.17	8,875.00
Training/Development	5,000.00	0.00	1,250.00
Travel	2,000.00	153.08	500.00
Miscellaneous - Admin.	10,000.00	1,257.50	2,500.00
Staff Fund	1,500.00	0.00	0.00
Interest on Debt Retirement	105,496.44	8,646.49	8,791.37
Communities 13 Prop Tax	11,000.00	0.00	0.00
Communities 13 Capital Fund	23,000.00	0.00	0.00

<b>TOTAL ADMINISTRATION</b>	<b>509,281.23</b>	<b>163,510.30</b>	<b>153,366.13</b>
<b>RECREATION EXPENSE</b>			
Amortization - Recreation	526,831.40	0.00	0.00
Recreation Programs -Winter Expense	9,000.00	187.97	0.00
Recreation Programs - Fall Expense	11,000.00	0.00	0.00
APM Center Rental	11,500.00	3,022.04	2,875.00
Recreation Programs -Spring Expense	11,000.00	13,374.63	11,000.00
Recreation Programs -Summer Expense	27,000.00	1,196.41	1,257.53
Sub-total: Programs	69,500.00	17,781.05	15,132.53
BallFields	10,000.00	1,399.35	2,500.00
Volleyball/Basketball	4,000.00	969.11	0.00
Parks & Rec Equipment Maintenance	12,000.00	9,545.91	6,000.00
Parks Property Maintenance	17,000.00	3,065.67	4,250.00
Recreation Tools and Supplies	4,000.00	369.03	1,000.00
Sub-total: Parks Maintenance	33,000.00	12,980.61	11,250.00
Recreation Activity Credit	5,000.00	400.00	1,250.00
Events Expense	50,000.00	10,207.91	12,500.00
Pool - Chemicals	5,000.00	43.94	1,250.00
Pool - Propane	2,000.00	0.00	500.00
Pool - Maintenance	2,000.00	940.60	500.00
Pool - Miscellaneous	400.00	0.00	100.00
Sub-total: Pool	9,400.00	984.54	2,350.00
Clubhouse Electricity	9,000.00	1,741.84	2,250.00
Clubhouse Heat	6,200.00	1,258.34	1,550.00
Clubhouse Maintenance and Repairs	5,000.00	2,822.21	2,500.00
Clubhouse Water and Sewer	2,000.00	424.13	500.00
Subtotal Clubhouse	22,200.00	6,246.52	6,800.00
Terry Fox Sports Complex General	17,000.00	1,740.00	4,250.00
Ballfield Electricity	8,000.00	824.27	2,000.00
Turf Field - Electricity	10,000.00	2,333.42	2,500.00
Turf Field - Maintenance & Repair	5,000.00	183.37	1,250.00
Sub-Total Fields	40,000.00	5,081.06	10,000.00
Go PEI Grant	3,000.00	0.00	750.00
Sub-total: Grants	3,000.00	0.00	750.00
Recreation Training & Development	5,000.00	2,150.38	2,500.00
Recreation Travel	1,000.00	59.81	250.00
Salaries - Recreation	988,981.11	181,018.58	190,188.68
Recreation Benefits	152,250.03	30,825.39	29,278.85
Recreation Retirement Reserve	10,000.00	0.00	0.00
Subtotal Salaries and Benefits	1,151,231.14	211,843.97	219,467.53
Recreation Tractor	0.00	334.52	0.00
Recreation Trailers	1,000.00	96.91	250.00
Van	2,000.00	0.00	500.00
2011 1 ton Ford Truck	3,000.00	313.21	750.00
2017 Chevy Silverado Truck	5,500.00	440.51	1,375.00
2008 Ford Ranger Truck	4,000.00	196.94	1,000.00

2012 Ford F150 Super Cab	4,300.00	388.61	1,075.00
2017 Ford F-150	5,500.00	277.47	1,375.00
ATV	500.00	0.00	0.00
Sub-total: Recreation Vehicles	25,800.00	2,048.17	6,325.00
<b>TOTAL: PARKS AND RECREATION</b>	<b>1,955,962.54</b>	<b>272,152.48</b>	<b>291,075.06</b>
<b>TOWN FACILITIES</b>			
Recreation Buildings - Amortization	85,194.55	0.00	0.00
Sub-total Amortization	85,194.55	0.00	0.00
Dry Storage Building Tower Lane	1,500.00	384.63	375.00
Sub-total Dry Storage Building	1,500.00	384.63	375.00
Civic Centre - Electricity	32,000.00	7,282.23	8,000.00
Civic Centre - Heat	10,000.00	918.55	2,500.00
Civic Centre -Maintenance & Repairs	17,500.00	12,381.57	8,750.00
Civic Centre - Taxes, sewer & water	5,000.00	1,091.38	4,839.27
Sub-total Civic Centre	64,500.00	21,673.73	24,089.27
Maint. Building Maint. & Repair	5,000.00	2,062.97	1,250.00
Maint. Building Taxes, Water & Sew.	6,300.00	4,699.07	4,725.00
Maint. Building Heat	6,300.00	556.66	1,575.00
Maint. Building Electricity	5,200.00	1,251.13	1,300.00
Maint. Building Subtotal	22,800.00	8,569.83	8,850.00
Town Hall Electricity	23,000.00	5,743.00	5,750.00
Town Hall Maint. & Repair	25,000.00	3,639.21	6,250.00
Town Hall Taxes	21,000.00	26,846.00	21,000.00
Town Buildings Amortization	39,092.17	0.00	0.00
Subtotal Town Hall	108,092.17	36,228.21	33,000.00
<b>TOTAL: TOWN FACILITIES</b>	<b>282,086.72</b>	<b>66,856.40</b>	<b>66,314.27</b>
<b>TOWN SERVICES</b>			
Housing Accelerator Fund	0.00	7,569.42	0.00
Animal Control	13,072.00	3,267.00	3,268.00
Fire Dues	513,449.81	128,119.00	128,362.45
Meals on Wheels	5,000.00	5,000.00	5,000.00
Policing Services	957,407.00	239,351.75	239,351.75
Citizens on Patrol	3,000.00	475.00	750.00
Charging Stations	2,500.00	850.07	625.00
Street Lights	107,735.79	26,853.65	26,933.95
Transit Expense	250,000.00	45,851.28	62,500.00
Watershed Group	5,000.00	0.00	0.00
Pat and the Elephant	10,000.00	10,000.00	10,000.00
Environmental Initiatives	10,000.00	2,138.78	2,500.00
<b>Total Town Services</b>	<b>1,877,164.60</b>	<b>469,475.95</b>	<b>479,291.15</b>
<b>PLANNING</b>			
Emergency Measures Planning	7,500.00	0.00	0.00
Annual Conference & Membership	500.00	150.00	125.00
Affordable Housing	12,500.00	6,182.00	6,250.00
Planning Training & Development	3,000.00	2,728.99	2,250.00

GIS	3,000.00	0.00	1,500.00
Salaries - Planning	306,776.00	67,820.12	70,794.46
Planning Benefits	53,959.00	12,902.82	12,452.08
Planning Retirement Reserve	2,100.00	0.00	0.00
<b>Sub-total Salaries &amp; Benefits</b>	<b>362,835.00</b>	<b>80,722.94</b>	<b>83,246.54</b>
Planning Travel	500.00	440.09	125.00
Planning Vehicle	3,000.00	388.53	750.00
Planning Vehicle Amortization	2,432.49	0.00	0.00
Planning Tools/Equipment	1,000.00	0.00	250.00
<b>TOTAL: PLANNING</b>	<b>396,267.49</b>	<b>90,612.55</b>	<b>94,496.54</b>
<b>PROFESSIONAL SERVICES</b>			
Fed.Cdn. Municipalities	2,500.00	0.00	0.00
Fed. PEI Municipalities	13,446.00	13,822.89	13,446.00
Professional Fees -audit/accounting	15,000.00	913.75	3,750.00
Professional Fees - engineering	4,000.00	0.00	1,000.00
Professional Fees -- legal	30,000.00	0.00	7,500.00
Professional Fees - Planning	5,000.00	2,913.90	2,500.00
Professional Fees - other	5,000.00	474.27	5,000.00
Information Technology	41,000.00	30,585.99	30,750.00
Engagement	5,000.00	0.00	1,250.00
Bylaw Enforcement	6,240.00	1,584.00	1,560.00
<b>TOTAL: PROFESSIONAL SERVICES</b>	<b>127,186.00</b>	<b>50,294.80</b>	<b>66,756.00</b>
<b>PUBLIC WORKS</b>			
Amortization - Public Works	164,249.66	0.00	0.00
PW Maintenance and repairs	30,000.00	9,668.12	7,500.00
Snow Removal	32,000.00	0.00	0.00
Sidewalk Maintenance	15,000.00	0.00	3,750.00
Grass Cutting Contract	27,566.01	4,796.00	6,891.50
PW Tools and Supplies	7,500.00	2,103.50	1,875.00
Custodial Supplies	13,000.00	4,252.54	3,250.00
Training/Development	2,500.00	2,309.79	2,500.00
Salaries - Maintenance	376,238.00	85,212.67	86,824.15
Maintenance Benefits	63,298.00	12,654.78	14,607.23
Salaries-Retirement Reserve	7,100.00	0.00	0.00
<b>Sub-total: Salaries &amp; benefits</b>	<b>446,636.00</b>	<b>97,867.45</b>	<b>101,431.38</b>
Taxes	2,000.00	1,221.45	2,000.00
Tractor & trailer operating	10,000.00	168.42	2,500.00
Snow Removal Equipment	10,000.00	2,617.71	2,500.00
2015 Chev Silverado	2,500.00	226.14	625.00
Fuel Tanks - Bulk Fuel	7,000.00	3,089.80	1,750.00
<b>Sub-total: vehicle operating</b>	<b>29,500.00</b>	<b>6,102.07</b>	<b>7,375.00</b>
<b>TOTAL: PUBLIC WORKS</b>	<b>769,951.67</b>	<b>128,320.92</b>	<b>136,572.89</b>
<b>TOTAL EXPENSE</b>	<b>\$ 6,227,314.71</b>	<b>\$ 1,304,702.15</b>	<b>\$ 1,359,617.68</b>
<b>INCOME INCLUDING CAPITAL FUNDING</b>			
	<b>-\$ 105,374.52</b>	<b>\$ 215,035.97</b>	<b>\$ 77,803.29</b>

**CORNWALL WATER AND SEWER CORPORATION**  
**Comparative Income Statement - Budget to Actuals**

**As of June 30, 2025**

	Budget 2025-2026 Full Year	Actuals to June 2025	Budget 3/12 or Applicable Portion
<b>REVENUE</b>			
<b>CURRENT REVENUE</b>			
Rate - Sewer	1,050,267.49	247,998.21	262,566.87
Rate - Water	899,212.33	228,047.91	224,803.08
Frontage - Sewer & Water	12,000.00	3,525.53	3,000.00
Interest - Sewer & Water	20,000.00	7,419.65	5,000.00
<b>Total Sewer &amp; Water Revenues</b>	<b>1,981,479.82</b>	<b>486,991.30</b>	<b>495,369.96</b>
Sewer & Water Inspections	2,000.00	455.00	500.00
Investment Income	1,000.00	1,292.62	250.00
Misc. Income	1,000.00	746.49	250.00
Government transfers for capital	0.00	0.00	0.00
Gain on Sale of Assets	0.00	7,391.30	0.00
Contributions for Capital	0.00	0.00	0.00
MCEG Grant	463,692.25	0.00	0.00
<b>TOTAL OTHER REVENUE</b>	<b>467,692.25</b>	<b>9,885.41</b>	<b>1,000.00</b>
<b>TOTAL REVENUE</b>	<b>\$ 2,449,172.07</b>	<b>\$ 496,876.71</b>	<b>\$ 496,369.96</b>
<b>EXPENSE</b>			
<b>ADMINISTRATION</b>			
Administrative Fee	100,000.00	25,000.00	25,000.00
Council Honorarium Allocations	33,590.57	8,397.65	8,397.64
Salaries	515,764.51	106,271.28	128,941.13
Benefits	92,627.72	21,905.13	23,156.93
Retirement Reserve	2,000.00	0.00	500.00
Amortization	655,223.00	0.00	0.00
Amortization - Intangible Assets	35,973.00	0.00	0.00
Debit Machine Charges	8,000.00	1,883.03	2,000.00
Insurance	64,200.00	79,014.38	64,200.00
Memberships	1,500.00	1,816.58	1,500.00
Equipment	4,590.00	0.00	1,147.50
Interest on Debt Retirement	163,687.00	31,772.65	40,921.75
Sewer Maintenance	50,000.00	4,413.88	12,500.00
Lagoon Maintenance	20,000.00	136.62	5,000.00
Water Maintenance	55,000.00	19,040.14	13,750.00
Water Conservation Program	5,000.00	661.34	1,250.00
Water tests & Inspections	18,000.00	3,382.50	4,500.00
Water School	5,000.00	3,762.73	3,750.00
Property Taxes	4,500.00	4,689.12	4,500.00
Power - Sewer	117,289.82	27,784.24	29,322.46
Power - Water	83,458.19	22,848.45	20,864.55
<b>Sub-total: Power</b>	<b>200,748.01</b>	<b>50,632.69</b>	<b>50,187.00</b>

Uniforms	2,550.00	263.96	637.50
Office Supplies	5,800.00	2,176.37	2,900.00
Postage	13,338.75	391.00	3,334.69
Professional Fees -audit/accounting	11,220.00	0.00	0.00
Professional fees - legal	2,040.00	0.00	510.00
Professional fees - engineering	5,000.00	0.00	1,250.00
Professional fees - other	2,000.00	40.92	500.00
Information Technology	16,600.00	8,349.24	8,300.00
Professional fees - subtotal	36,860.00	8,390.16	10,560.00
Training & Development	15,000.00	3,713.83	3,750.00
Telephone & Pager	6,630.00	964.94	1,657.50
2017 GMC Sierra	5,000.00	291.50	1,250.00
2008 Victor Cargo Trailer	1,000.00	0.00	250.00
2012 Blower	500.00	0.00	125.00
2012 Bushhog	500.00	0.00	125.00
2008 4X4Chev Truck(purch. 2013)	2,000.00	908.62	500.00
2018 Ram Truck	2,500.00	2,517.78	625.00
2014 Magnum Mobile Generator	3,000.00	0.00	750.00
Subtotal Vehicles	14,500.00	3,717.90	3,625.00
Fuel Tanks - Bulk Fuel	7,000.00	3,089.80	1,750.00
<b>TOTAL ADMINISTRATION</b>	<b>2,137,082.56</b>	<b>385,487.68</b>	<b>419,416.64</b>
<b>TOTAL EXPENSE</b>	<b>\$ 2,137,082.56</b>	<b>\$ 385,487.68</b>	<b>\$ 419,416.64</b>
<b>INCOME INCLUDING CAPTIAL FUNDING</b>	<b>\$ 312,089.51</b>	<b>\$ 111,389.03</b>	<b>\$ 76,953.31</b>

## Town of Cornwall Capital Plan 2025-26

	Project	Budget 2025-2026	In Progress	Complete	Pending	Total Cost
<b>TOWN</b>						
<b>Public Works</b>						
1	Civic Center Solar Panels, LED Lighting & Accessibility	600,000			X	
2	Town Hall Renovate Office Space/Council Chamber	18,500			X	
3	Clubhouse Heat Pump	4,500			X	
4	Civic Center Heat Pump	6,000			X	
5	Shop Bathroom	5,000		X		5,062.04
6	Shop Vehicle Hoist	8,000			X	
7	Blades for Willie	15,000			X	
8	Sidewalk Replacement	60,000			X	
9	Robotic Lawnmower	5,000			X	
<b>Plan/Dev</b>						
1	Main Street Spatial Plan Implementation	100,000			X	
2	2 - E Watch Camera's	30,000			X	
3	West River Green Space	60,000			X	
4	New Facility Planning	150,000			X	
<b>Admin</b>						
1	IT Upgrades	10,000	X			3,145.60
2	Website	20,000			X	
<b>Parks - Rec</b>						
1	Scoreboards TFSC	30,000			X	
2	Parks/Recreation/Open Spaces Master Plan Implementation	110,000	X			675.95
3	Replace 2011 RTV	45,000		X		44,007.89
4	18 Ft Enclosed Trailer	20,000		X		17,433.90
5	Replace 2006 Van	75,000		X		16,675.32
6	Shed 16 x 24	10,000			X	
7	AT Connecting TFSC to Neighbourhood	434,574			X	
8	Cornwall Road Trail Phase 1	1,242,352	X			32,738.86
9	Parade Float	7,500			X	
10	Snow Dog	10,000			X	
11	Civic Centre Centre Staging	10,000			X	
<b>TOTAL TOWN CURRENT YEAR</b>						<b>119,739.56</b>
<b>CARRY FORWARD</b>						
1	Ballfield Lights at TFSC	388,537	X			320,774.61
2	TFSC Parking/Paving	100,000			X	
3	Replace Acrylic Surface Tennis	5,000		X		3,910.00
4	Patriose Point Park Project	144,098	X			1,066.73
5	Batting Cages	20,000		X		17,932.98
6	Safety Netting	25,000	X			10,147.50
7	Outside Tents	25,000			X	
8	Public Works Used 1/2 Ton Truck	45,000			X	
9	Air Intake Vent	2,500			X	
10	Public Works Galvanized Dump Trailer	19,000			X	
11	T3 Transit Capital Fund	148,856			X	
12	TFSC Connector Trail	257,054	X			1,820.50
13	Tranquility Trail Extension	5,339			X	
<b>TOTAL TOWN INCLUDING CARRY FORWARD</b>						<b>475,391.88</b>

## Town of Cornwall Utility Water and Sewer Capital Plan 2025-26

UTILITY - Combined	Project	Budget 2025-2026	In Progress	Complete	Pending	Total Cost
1	Phase 1 Upgrade/Extend Services on Cornwall Road Incl Fire Services Upgrades	1,250,000	X			45,378.84
2	2018 Dodge Ram Tool Boxes	4,500		X		4,933.90
<b>Utility - Sewer</b>						
1	Sewer Laterals and Lift Pump	20,000			X	
2	Cornwall Lagoon Berm Erosion Control	50,000	X			950.95
3	Utility SCADA Computer	2,500			X	
4	Candlelight Generator Transfer Switch	20,000			X	
<b>Utility - Water</b>						
1	Water Meters	15,000	X			13,118.73
2	Water Laterals	10,000			X	
3	Watermain Upsizing - Warren Grove Rd	150,000			CANCELLED	12,224.47
4	New Hydrants	40,000			X	
5	Hydrant Removal - Capital Drive	10,000			X	
6	Water Meter Belt Clip	12,000			X	
7	Leak Detection Equipment	16,000			X	
8	Level Transmitters in Main St Wellfield	20,000			X	
	<b>TOTAL UTILITY CURRENT YEAR</b>	<b>1,620,000</b>				<b>76,606.89</b>
<b>Utility General - Carried Forward</b>						
1	Pave Driveway Primrose Lift Station #2	10,000			X	
<b>Utility - Water - Carried Forward</b>						
1	New reservoir - Water Tower (New Wellfield) & Water Pressure Zones	2,881,923	X			199,815.54
<b>Utility - Sewer - Carried Forward</b>						
1	Wastewater Study & Design	125,000			X	
	<b>TOTAL UTILITY INCLUDING CARRY FORWARD</b>	<b>4,636,923</b>				<b>276,422.43</b>



# TOWN OF CORNWALL

## RESOLUTION

**DATE:** July 23, 2025

**DEPARTMENT:** Committee of Council

**MOTION NUMBER:** COC-26-2025 C.H.A.N.G.E. Program – Space Donation

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

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

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

**Moved by Councillor** \_\_\_\_\_ **Cory Stevenson**

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

**Whereas:** The Town of Cornwall is a community that values the physical and mental health and wellness of its residents, and is committed to developing and investing in strategies that promote this wellbeing;

**And Whereas:** The Town has for the previous five years provided space, at no cost, to the Canadian Health Advanced by Nutrition and Graded Exercise (C.H.A.N.G.E.) Program;

**And Whereas:** The Town of Cornwall has been asked to donate the use of town space for the C.H.A.N.G.E. Program for another year;

**And Whereas:** The Town currently has space available and is interested in again assisting this program;

**Therefore, be it Resolved:** That the Town of Cornwall donate the use of space in the Cornwall Civic Centre, or Town Hall Community Room, at dates and times as are mutually agreeable between the Program and the Town, subject to availability, availability is at the sole discretion of the Town.

**TOWN OF CORNWALL**  
**ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING**  
**Monday, June 16th, 2025, at 5:00 PM**

Chair: Councillor Judy Herlihy  
Present: Councillor Cory Stevenson

Also: Billy Ramsay – Infrastructure Supervisor  
Stephen O’Shea – Utility Operator  
Taleah Logue – Summer Student

Two Community Members

Regrets: Mayor Minerva McCourt  
Deputy Mayor Jill MacIsaac

**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**

Moved by Councillor Stevenson Seconded by Chair Herlihy 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 Chair Herlihy that the Environment and Sustainability Committee minutes of May 12, 2025, be approved as circulated.

**Motion Carried**

**BUSINESS ARISING**

One tree planting application under the Tree Planting Policy has been received and was submitted to the Recreation Manager for approval.

**RESIDENT ENGAGEMENT**

### **DANDELION FESTIVAL**

The Dandelion Festival went over very well with over 85 seed packets handed out as well as 225 hot dogs cooked and passed out. The Committee is committed to do it again next year with some changes like shortening the festival from 3 hours to 2 hours, making more dandelion ice cream, and having all the recipes out for everyone to take home. The Committee would also like to have 1 or 2 more volunteers to help with the event. Additionally, they would also like to add more displays directly related to the environment such as a beekeeper to give a presentation about the importance of the bees and dandelions.

### **HYDE POND MOWING**

Chair Herlihy was walking the other day around Hyde Pond and noticed a man cutting the naturalized area adjacent to the trail. The Committee would like to ensure that local residents are educated and abiding by the signage that the naturalized area is a no cut zone to prevent damage to the newly planted trees. To alleviate concerns regarding increase in bugs and mosquitoes, CAWG is planning on putting up bird houses in the area. The Town will also be spreading some wildflower seeds in the naturalized area and don't want the flowers mowed down.

### **WATER CONSERVATION**

Taleah Lagoe, Environment Conservation Student, started on June 16<sup>th</sup> to work on different initiatives such as residential water audits, water conservation and environmental projects with the Town and CAWG. Taleah is from New Brunswick and is attending UPEI majoring in Biology and is currently in her third year.

### **CAWG UPDATES**

CAWG replaced the posts in the naturalized area at the Terry Fox Complex. There will be a tour of the naturalized area scheduled for August 2<sup>nd</sup>; attendees are to meet in the Elliot River school parking lot at 12pm. Hannah added that the CAWG's AGM went well, and the group is looking for a few new members to join the board.

### **IN CAMERA**

NIL

### **CORRESPONDENCE**

NIL

### **SUMMER MEETINGS**

There will be no meetings in July or August. The next meeting will be September 15<sup>th</sup>, 2025

MEETING ADJOURNED AT 5:52 p.m.

**JUDY HERLIHY**  
CHAIR

**BILLY RAMSAY**  
INFRASTRUCTURE SUPERVISOR

## Kevin Coady

---

**From:** Matthew Cassidy <mcassidy@coachatlantic.ca>  
**Sent:** July 4, 2025 12:25 PM  
**To:** Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; MacEwen, Richard; Jeremy Crosby  
**Cc:** sgillis@charlottetown.ca; Melanie Stetson  
**Subject:** June Ridership  
**Attachments:** Charlottetown June Ridership.pdf; Cornwall June Ridership.pdf; June Accident Report.pdf; June Breakdowns Report.pdf; June Complaints Report.pdf; June Marketing Report.pdf; Stratford June Ridership.pdf

Hello All,

Attached you will find our ridership report for all three Municipalities for the month of June.

We are working hard with everyone to get the new routes designed and ready to be implemented for the fall!  
Always great to see the system growing and making investments to improve the service.

	June 2025	June 2024	% change	YTD 2025	YTD 2024	% Change
Charlottetown	125,044	117,044	6.8%	734,319	724,248	1.4%
Cornwall	3,168	2,977	6.4%	17,007	16,700	1.8%
Stratford	6,992	6,435	8.7%	37,027	37,997	-2.6%

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](http://coachatlantic.ca) | [maritimebus.com](http://maritimebus.com)



**CORNWALL RIDERSHIP - JUNE 2025**

Date	Day	Sum of Cornwall Ups	Sum of U18 Cornwall Ups	Sum of Cornwall Offs	Sum of U18 Cornwall Offs	Sum of Cornwall Ridership	Sum of U18 Ridership
06/01/2025	Sun	51	7	66	4	4	0
06/02/2025	Mon	66	6	66	4	4	128
06/03/2025	Tue	56	7	52	4	4	142
06/04/2025	Wed	62	7	67	9	9	119
06/05/2025	Thu	55	9	45	10	10	145
06/06/2025	Fri	28	7	25	3	3	119
06/07/2025	Sat	50	6	56	5	5	63
06/08/2025	Sun	61	7	61	9	9	0
06/09/2025	Mon	53	3	51	3	3	117
06/10/2025	Tue	66	5	47	7	7	138
06/11/2025	Wed	67	5	57	5	5	110
06/12/2025	Thu	32	17	23	9	9	125
06/13/2025	Fri	72	18	62	15	15	134
06/14/2025	Sat	50	9	59	10	10	81
06/15/2025	Sun	61	18	68	14	14	0
06/16/2025	Mon	64	19	60	5	5	167
06/17/2025	Tue	66	15	71	10	10	128
06/18/2025	Wed	28	14	30	11	11	161
06/19/2025	Thu	57	16	56	10	10	148
06/20/2025	Fri	61	6	68	4	4	162
06/21/2025	Sat	54	7	44	7	7	83
06/22/2025	Sun	58	21	64	15	15	0
06/23/2025	Mon	61	17	65	5	5	139
06/24/2025	Tue	29	6	27	6	6	139
06/25/2025	Wed	56	13	60	5	5	112
06/26/2025	Thu	1,364	265	1,350	189	189	158
06/27/2025	Fri						148
06/28/2025	Sat						68
06/29/2025	Sun						0
06/30/2025	Mon						134
07/01/2025	Tue						0
<b>Grand Total</b>				<b>1,350</b>	<b>189</b>	<b>3,168</b>	<b>3,168</b>

**Route # (All)**  
**CORNWALL RIDERSHIP - JUNE 2025**

Day	Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Ridership
Sun	0		
Mon	685		
Tue	547		
Wed	502		
Thu	576		
Fri	563		
Sat	295		
<b>Grand Total</b>	<b>3,168</b>		

	2025	2024	2023
<b>Total Ridership</b>	<b>3,168</b>	<b>2,977</b>	<b>2,551</b>
<b>Monday - Friday</b>	<b>2,873</b>	<b>2,727</b>	<b>2,350</b>
Paying	-	-	-
Non - Paying	21	20	22
Working Days Average	137	136	107
<b>Saturday</b>	<b>295</b>	<b>250</b>	<b>201</b>
Paying	-	0	-
Non - Paying	4	5	4
Working Days Average	74	50	50

**NORTH RIVER FIRE DEPARTMENT**  
**Town of Cornwall Statistics**  
**June 2025**



Call Type	Number
Motor Vehicle Collisions	3
Outside Fire - Brush	2
Flue Fire	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)	6 (53)
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)	
<b>Cornwall Totals</b>	<b>60</b>	<b>69</b>	<b>91</b>	<b>100</b>	<b>75</b>	
<b>NRFD Overall Totals</b>	<b>183</b>	<b>186</b>	<b>241</b>	<b>291</b>	<b>222</b>	

**Call Types**

	2020	2021	2022	2023	2024	2025
Motor Vehicle Collisions	17	12	16	14	14	12
Misc. Fire type calls	7	17	28	16	11	10
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	

**RCMP-GRC**

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



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# Monthly Report

## June 2025

### Town of Cornwall

Greg McCormick, Intelligence Analyst  
L Division Criminal Analysis Section  
July 10, 2025



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# Police Activity

## Occurrence Summary

- Persons crimes for June remained consistent with May, with 10 occurrences recorded. There was some difference in the types of activity, with assaults accounting for six occurrences in June, up from two in May. Of these, two occurrences resulted in charges laid/recommended. The remaining activity involved indecent/harassing communications with two, and a single occurrence each for sexual offences (victim declined to proceed further) and uttering threats (open/still under investigation).
  - Property crime also equaled May, with 19 occurrences reported. Mischief was again the most frequent, with 10 occurrences, followed by fraud and theft under \$5000 with three each. A single theft of motor vehicle was reported, which was later recovered. No charges were laid in any of the property crime occurrence in June.
  - Two drug enforcement occurrences were recorded in June, one of possession and the other non-criminal (other). Both were concluded without charges.
  - Traffic enforcement dropped compared to May, ending June with 84 occurrences. There were three impaired drivers reported, two by alcohol and one by drugs, which was the only one of the three to be cleared by charge laid/recommended. Speeding violations accounted for 16 occurrences, while other traffic violations and offences accounted for 42. A single Checkstop was documented, and there were no fatal collisions reported.
- Overall, May 2025 recorded 196 occurrences with 181 founded or still under investigation. This is lower than the previous month (200 occurrences with 193 founded/SUI) and lower than June 2024, when 202 occurrences were recorded, with 194 founded/SUI.



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# Community Policing

## Policing Initiatives

-Cst. Richard attended the Citizens on Patrol meeting on June 18<sup>th</sup>

-One Selective Traffic Enforcement Program file was opened. Three summary offence tickets and one written warning were given out on Meadowbank Road after a complaint from the Town of high speeds on that road. This area will continue to see attention from Queens District.

## Selective Traffic Enforcement Program

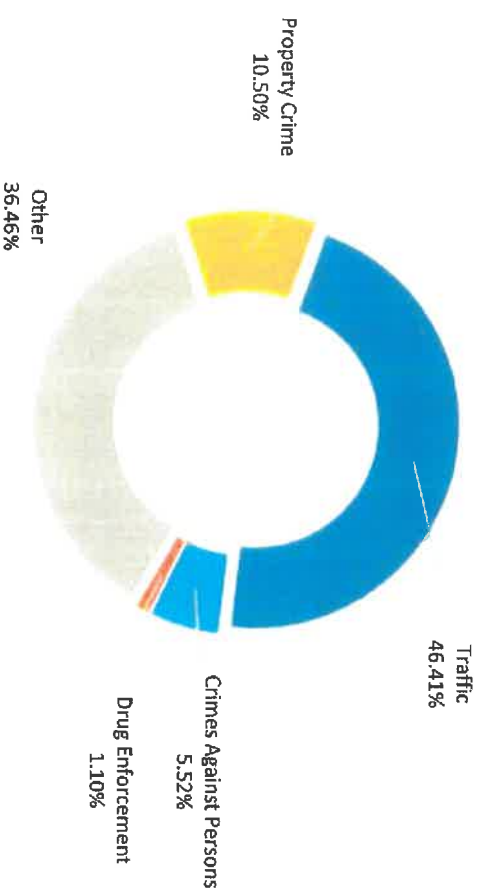
- Members conducted four STEP files in the Town of Cornwall:
  - Two on Trans Canada Highway - Route 1
  - One on Main Street / Capital Drive
  - One on Meadowbank Road – Route 19



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Mounted Police du Canada

# Occurrences

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



181 Founded/SUI of 196 Total Occurrences

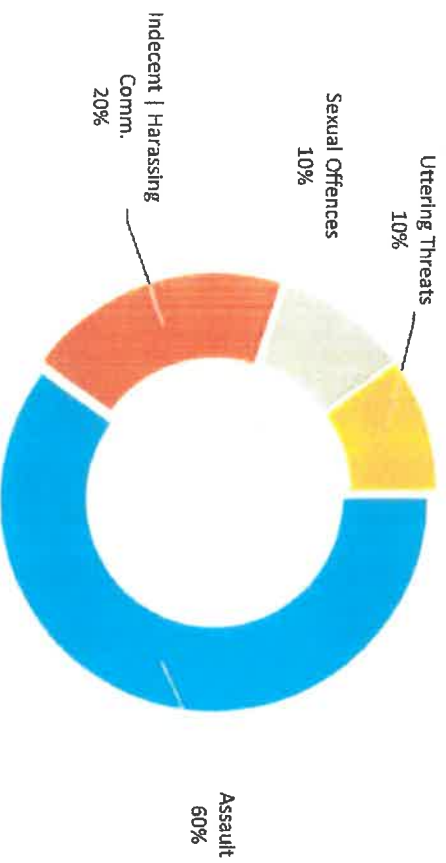


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# Occurrences - Person Crimes

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



10 Founded/SUI of 196 Total Occurrences

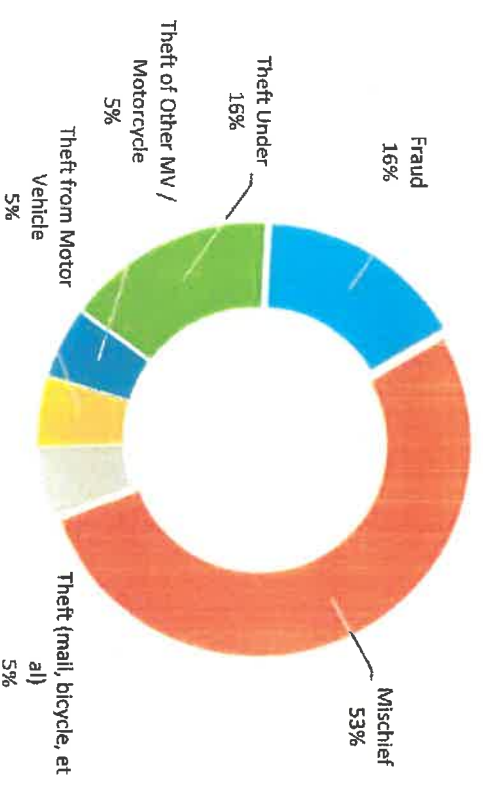


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# Occurrences - Property Crime

Occurrences by Category - Property Crime  
Queens District RCMP (Cornwall)  
June 2025



19 Founded/SUI of 196 Total Occurrences



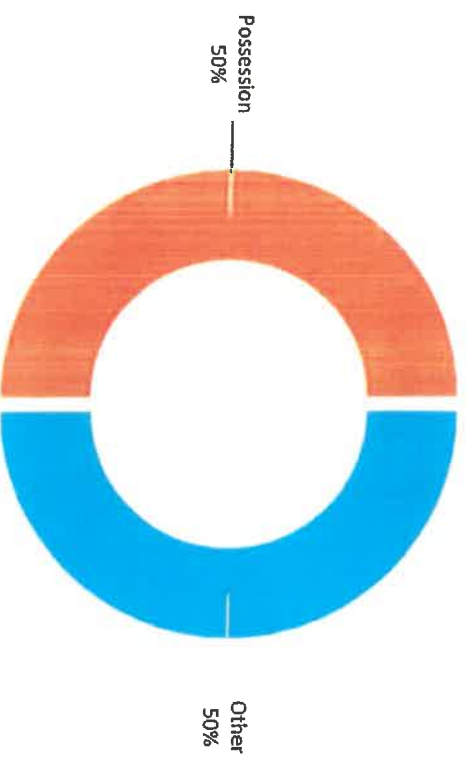
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Gendarmerie royale du Canada



# Occurrences - Drug Enforcement



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



2 Founded/SUI of 196 Total Occurrences

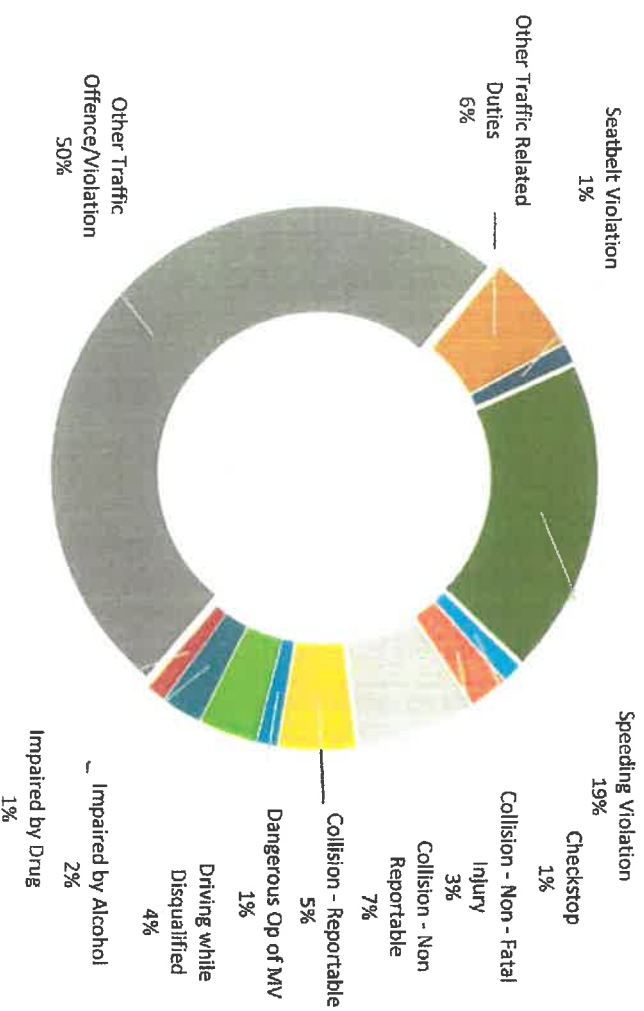


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# Occurrences - Traffic Occurrences

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



84 Founded/SUI of 196 Total Occurrences

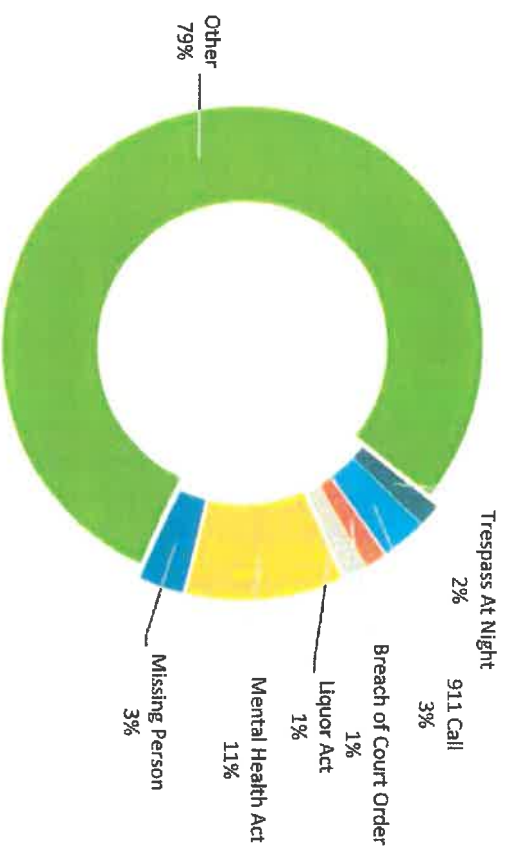


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# Occurrences - Other Occurrences

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



66 Founded/SUI of 196 Total Occurrences



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# Summary Offence Tickets, Warnings & Defect Notices

Charge Section and Description	Count	Sum of Fines
Ticket	30	\$7,703.50
11(1)(a) Driving passenger vehicle not registered	2	\$500.00
176(3)(b)(i) Speeding: 29 km /hr or less over limit	11	\$1,353.50
176(3)(b)(iv) Speeding from 60-79km/hr over limit	1	\$750.00
19(1) Failing to carry or display registration permit	1	\$150.00
19(1)(a) Operating vehicle with invalid inspection sticker	5	\$750.00
27(1) Driving motor vehicle while license suspended or cancelled	3	\$750.00
291.1(1) Driver driving while holding or using hand-held communication device capable of receiving or transmitting phone calls, electronic data, email or text message	3	\$1,650.00
32(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)	2	\$500.00

Charge Section and Description	Count
Warning	11
11(1)(b) Driving passenger vehicle while registration expired	3
176(3)(b)(i) Speeding: 29 km /hr or less over limit	5
19(1)(a) Operating vehicle with invalid inspection sticker	1
32(4) Failing to carry and produce valid insurance card to peace officer when requested	1
60(b) Operating vehicle not displaying current registration sticker	1



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

UNCLASSIFIED

Current as of: 2025-07-10

Occurrence Type and Sub-Type	Target Month			Year to Month		
	Jun 2025	Jun 2024	Jun 2023	2025	2024	2023
<b>Crimes Against Persons</b>						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	1	0	0	6	12	12
Assault	6	5	4	16	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	0	1	0	2	6	5
Indecent   Harassing Comm.	2	2	1	14	32	7
Uttering Threats	1	2	2	6	17	12
<b>Property Crime</b>						
Arson	0	1	0	0	1	1
Break and Enter	0	0	0	4	7	14
Unlawfully in a Dwelling House	0	0	0	1	1	0
Theft Over	0	0	0	1	2	1
Theft of Motor Vehicle	0	0	0	3	4	1
Theft of Other MV / Motorcycle	1	0	0	2	4	2
Take MV w/o Consent	0	0	0	0	0	1
Theft Under	3	2	3	11	31	33
Shoplifting	0	0	0	1	5	4
Theft (mail, bicycle, et al)	1	0	0	1	2	1
Theft from Motor Vehicle	1	3	0	7	7	10
Possession of Stolen Goods	0	1	0	1	1	2
Fraud	3	4	1	23	32	23
Identity Theft	0	0	0	0	0	1
Mischief	10	6	9	47	98	109
<b>Drug Enforcement</b>						
Possession	1	0	0	2	4	0
Trafficking	0	0	1	1	2	5
Import/Export	0	0	0	0	0	0
Production	0	0	0	0	1	0
Other	1	2	0	6	11	7
<b>Traffic</b>						
Dangerous Op of MV	1	0	1	1	1	5
Impaired by Alcohol	2	2	1	7	19	15
Impaired by Alcohol & Drug	0	1	1	0	3	1
Impaired by Drug	1	3	1	5	10	15
Failure/Refusal	0	0	0	0	3	3
Driving while Disqualified	3	0	0	6	11	11
Fail to Stop or Remain	0	0	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)



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

UNCLASSIFIED

Current as of: 2025-07-10

	2025	2024	2023	2025	2024	2023
Seatbelt Violation	1	0	0	4	6	4
Intersection Violation	0	1	0	6	6	4
Speeding Violation	16	44	9	145	345	117
Insurance Violation	0	0	0	0	0	0
Road Side Suspension (Alcohol)	0	0	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	2	0	1	4	7	3
Collision - Reportable	4	4	2	20	29	32
Collision - Non Reportable	6	2	4	26	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	42	40	34	251	409	462
Other Traffic Related Duties	5	8	0	68	137	2
Checkstop	1	4	0	16	26	7
<b>Other</b>						
911 Call	2	2	1	14	26	46
Breach of Court Order	1	2	0	5	23	9
Liquor Act	1	0	1	2	3	9
Mental Health Act	7	11	5	49	80	48
Missing Person	2	0	2	6	10	9
Municipal Bylaw - Other	0	0	1	0	2	3
<sup>1</sup> Other	52	40	30	216	396	289
Suspicious P V P	0	0	0	0	1	23
Trespass At Night	1	1	0	8	7	1
<b>Total Founded &amp; SUI Occurrences</b>	<b>181</b>	<b>194</b>	<b>115</b>	<b>1,022</b>	<b>1,921</b>	<b>1,446</b>
<b>Total Occurrences*</b>	<b>196</b>	<b>202</b>	<b>119</b>	<b>1,073</b>	<b>2,057</b>	<b>1,561</b>

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

\*Includes Unfounded and Unsubstantiated

## **PEI BYLAW ENFORCEMENT**

### **TOWN OF CORNWALL BYLAW REPORT - June 2025.**

- Patrolling and monitoring open files.
- June 6 – NOV issued to 78 Main St, 625 Main St, 633 Main St, 6 John St, and 105/107 Mercedes all for grass to be cut and maintained.
- June 13 – 625 and 633 Main St. Have been cut.
- NOV issued to 25 Jessie for uncut grass and amount of blue bags on back deck.
- NOV issued to 104 Madison Ave for uncut grass.
- June 20 – 25 Jessie all cut but back yard. 104 Madison is cut.
- NOV issued to 33 Lowther for uncut grass.
- June 27 – NOV issued to 649 Main St. For uncut grass.
- Had a complaint about an empty lot on Skyewater but none of the empty lots are cut. I explained if we issue to one, we. Have to issue to all. Letters are being sent from Town Hall to property owners before I have to issue.
- I had a complaint from 8 Arbour about back yard of 21 Fernwood, sounds like a civil issue and Garnett is looking into it.

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

**PEI Bylaw Enforcement**

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

**902-218-7045**

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

Category	Last Month		
	YTD	June	YTD
By-Law Cases - New	3	5	8
By-Law Cases - Closed	3	4	7
Humane - New	3	1	4
Humane - Closed	3	1	4
Dog Act - New	4	1	5
Dog Act Closed	4	1	5
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	3	1	4
Stray Cats Returned to Owner	2	0	2
Community Patrols	31	14	45
Licenses Issued	1	0	1
For The Record - New	1	1	2
For The Record - Closed	1	1	2
Health & Wellness - New	0	0	0
Health & Wellness - Closed (bites that break skin)	0	0	0
<b>Total</b>	<b>59</b>	<b>30</b>	<b>89</b>

**Charges for Boarding of Unclaimed Stray Dogs**

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

**TOWN OF CORNWALL  
PARKS & RECREATION COMMITTEE MEETING  
Wednesday June 11, 2025, at 4:30 PM**

**Attendance:** Chair Cory Stevenson, Councillor Steven Campbell, Mayor Minerva McCourt  
**Staff:** Parks and Recreation Manager Kim Meunier, Parks and Recreation Clerk Jenn Hanus,  
CAO Kevin Coady  
**Regrets:** Councillor Judy Herlihy  
**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, Councillor Campbell moved to accept the agenda, Mayor McCourt seconded.

**CARRIED**

**4) Disclosure of Conflict of Interest**

NIL

**5) Approval of Minutes**

The minutes for May 14, 2025 were reviewed. Councillor Campbell moved to approve the minutes and Mayor McCourt seconded the motion.

**CARRIED**

**6) BUSINESS ARISING FROM THE MINUTES**

i. CFL Team

- i. Chair Stevenson asked if there had been any further communication with the CFL or Football PEI regarding a team visiting the Terry Fox Sport Complex.
- ii. Manager Kim Meunier noted that the Touchdown Atlantic Program is no longer happening and discussion with Football PEI suggested the possibility of a national event.
- iii. Chair Stevenoson suggested the Town reach out to individual CFL teams to see if they would like to visit the complex. Manager Kim Meunier noted it was a possibility but that the last time a team visited, they were in Halifax already, and to bring a team in on its own, may be too expensive.
- iv. Manager Kim Meunier will look into it.

ii. Bike Rodeo

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

- i. It was noted that the Bike Rodeo was cancelled with the possibility of being rescheduled. Manager Kim Meunier reported that she is working with Cycling PEI to see about a new date, but that it may not be until July as Cycling PEI is busy with the HopOn program.

## 7) NEW BUSINESS

### a) Events

- i. Yard Sale Recap
  - 1. Turn out was good.
  - 2. Tables were moved inside the Civic Centre due to the unsettled weather. Tables were placed up stairs and down
  - 3. The event tied in well with the Dandelion Festival.
- ii. Charity Golf Tournament
  - 1. The staff was happy with the number of teams and have notes for next year regarding the longest drive etc.
  - 2. There were 18 hole sponsors and 22 teams participating in the tournament.
  - 3. The number of teams we had this year was the maximum number we can have at Clyde River. In the future, if we want to take more teams, we will have to look at a new venue.
  - 4. \$2,500 was raised to support children in the community that would like to participate in a sport or activity and do not qualify for funding.
- iii. Ball Hockey Tournament
  - 1. Start was delayed due to the weather.
  - 2. The games were played on courts created in the parking lot of the Terry Fox Sports Complex.
  - 3. Play was contained in snow fencing and pylons borrowed from Public Works.
  - 4. Cavendish Fry Truck was a big hit.
  - 5. There were 25 teams registered (4 or 5 teams that were all female).
  - 6. The canteen raised \$709.00.
  - 7. It was noted that the fields were busy with an RC United game happening as well as an Aussie Football game.
- iv. Canada Day – Upcoming
  - 1. The upcoming Canada Day Celebration is coming together with the schedule being finalised.
  - 2. The event will be similar to previous years with the pancake breakfast at the Civic Centre, a ceremony at the healing circle, the main celebration at Town Hall in the afternoon, free swim at the pool, and fireworks at Hyde Pond.
  - 3. Manager Kim Meunier will be meeting with the Events Committee.
  - 4. The Cool Kids Care program at Eliot River was mentioned and praised for their help at a recent senior's lunch. The group takes part in various events to raise money for different charities.

### b) Programs

- i. Spring Programs Update
  - 1. Manager Kim Meunier mentioned the Level Up Hip Hop as a new class that was offered and was popular.
  - 2. Line Dancing was full within a few days.

3. The Summer Guide was released on June 5. Manager Kim Meunier noted that there will be adult only swims, and free swims through goPEI.
4. We are offering our recreational soccer program and Come Play programs.

c) **Camps**

- i. Manager Kim Meunier welcomed Krista Weeks to the Parks and Recreation staff.
- ii. The Senior's Lobster Lunch is coming up on June 12.
- iii. All lifeguards have been hired.
- iv. Swim lessons for the public are held in the mornings.
- v. Camp swims have been put on a different schedule. That includes visiting camps such as Rise and Climb and Kids Connect

d) **Facilities**

- i. Upcoming Events
  1. First Aussie Football game was held June 7.
  2. RC United has a tournament on June 14-15.
  3. CAMBA Minor Baseball Tournament will be held July 4 with 36 teams.
  4. Canadian Old Timers Championship baseball tournament.
  5. In October the U15 Soccer Nationals will be at the Terry Fox Sport Complex.
- ii. TFSC Upper Ball Field (Infield Surface)
  1. There was discussion around the infield surface on the upper ball field. A photo was sent to the Town of water pooling on the field. The surface of the field is clay and has been improved over the past two years.
  2. Manager Kim Meunier has not received calls about the upper field. The president of CAMBA (Andrew Cameron) has not had any calls to complain either.
  3. The field was opened one day for tryouts when it should not have been.
  4. There have been 2 cancellations to date for the rain.
  5. Materials have been ordered and used to improve the surface.
  6. It was noted that to fix the infield, it would need to be dug down 4 inches and filled in again. It would still be clay.
  7. CAO Kevin Coady suggested that the improvement of the field be added to the budget for 2026-27.
- ii. CAO Kevin Coady noted that the contract for the Turf Field agreement is due for renewal in October 2025. The decision was made to discuss the agreement at the August meeting.
- iii. Terry Fox Complex Usage
  1. Turf Usage is up.
  2. Baseball on par.
  3. Softball is down a little.
  4. Volleyball Courts are up.
  5. Councillor Campbell noted that the new garbage cans are great, but that they are being moved around the facility. Manager Kim Meunier noted that the groups using the fields are moving them around. It was also noted that there have been complaints about dogs on the field. Manager Kim Meunier noted that staff at the facility reported dogs were being brought to the field by spectators, and there was excess garbage left around the facility at the end of each use. Kim reached out to the President of Football PEI and the Timberwolves to make sure they are aware that the garbage cans are to be left where they are, there is garbage being left around the facility, and that dogs are not allowed in the facility around the turf field. An email was sent to all the teams and groups

using the facility. CAO Kevin Coady noted staff should take photos of the debris left after the groups use the field.

## 8) OTHER

- i. Sponsorship Policy Review
  1. The Sponsorship policy and brochure were reviewed, and updates were suggested and noted.
  2. This was brought about by a request to sponsor the Dog Park.
  3. It was clarified that the signs at the Terry Fox Complex are provided for the sponsors that we have already (Mark McLane, Heath MacDonald, and Wally's Pharmacy). Other signs were sold by teams using the facility as a fund raiser.
  4. It was noted that any sponsorship above \$2,000 will require approval from Council.
- ii. Taekwondo Donation Request
  1. Rodd's Taekwondo submitted a request for a donation to their First Annual Red Isle Taekwondo Tournament.
  2. After some discussion, a donation of \$400 was approved as per the Donation Policy.
- iii. Park Parties
  1. There are 2 parties scheduled for the summer.
  2. July 12 – Town Hall Park.
  3. August 8 – Civic Centre.
  4. The survey for the improvements at Lowther Park is ready to send out and will be targeted for the community members around the park.
- iv. APM Membership update
  1. There were 6 new reimbursements for track usage since May.
  2. A social media reminder will be posted.
- v. Land Purchase Request
  1. A resident requested to purchase a piece of Town owned PID 845222 which is located adjacent to his property at 115 MacKinley Crescent.
  2. After some discussion it was noted that the land in question is part of a trail that was meant to run between MacKinley and the street behind it. When the lots behind MacKinley were developed, the trail was not created.
  3. Chair Stevenson moved that the Town allow the resident to use the strip of land for gardening (flowers and shrubs) with the understanding that the Town may request the land back for development at a further date. It was seconded by Councillor Campbell.
- vi. July Parks and Recreation Committee Meeting
  1. Chair Stevenson suggested the Committee not meet in July. The next meeting will tentatively be August 13, 2025. All were in favour of this suggestion.

## 9) IN CAMERA

N/A

## 10) NEXT MEETING

The next Parks and Recreation Committee meeting will be held Wednesday, August 13<sup>th</sup>, 2025, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:05pm

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

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**Kim Meunier**  
Manager, Parks and Recreation

**TOWN OF CORNWALL  
PUBLIC WORKS COMMITTEE MEETING  
Wednesday, June 25<sup>th</sup>, 2025, at 5:30 PM**

Chair: Councillor Steven Campbell  
Present: Councillor Elaine Barnes  
Councillor Corey Frizzell

Also: Doug Longmoore – Infrastructure Manager  
Kevin Coady - Chief Executive Officer

**CALL TO ORDER**

The meeting was called to order at 6:24 p.m. by Chair Campbell.

**LAND ACKNOWLEDGEMENT**

The Chair read the land acknowledgement; that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

**APPROVAL OF THE AGENDA**

It was moved by Councillor Barnes and seconded by Councillor Frizzell that the agenda be approved with the addition of one item Speed Limits on Roads.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**APPROVAL OF MINUTES**

It was moved by Councillor Barnes, seconded by Councillor Frizzel that the Public Works Committee minutes of April 23, 2025, be approved as circulated.

**Motion Carried**

**BUSINESS ARISING FROM MINUTES**

**FALL SENIORS' CLEANUP**

The Committee discussed putting on a senior cleanup similar to one that was last done in 2021 to assist with residents that don't have the ability to get large items to the waste watch recycling center. The program will be advertised in the fall with the cleanup taking place in November; residents will need to preregister for the pickup. The program will be advertised on social media, with the 50+ club and through the senior's lunch program.

**ROBOTIC MOWER OPTIONS**

It was budgeted in the 2025-26 budget that the Town purchase a robotic mower for up to \$5,000. The goal of the robotic mower is to assess its capabilities and see if it can free up staff to perform other tasks. Staff is going to explore different manufacturers and come up with a recommendation for a robotic mower to be purchased in the fall.

Kevin Coady left the meeting at this time.  
Councillor Frizzell left the meeting at this time.

### **TRAFFIC CALMING PRODUCTS**

There are many new products coming on to the market to help with traffic calming and to reduce speeding on streets in an effort to improve safety. The Committee is going to look at a few options for additional traffic calming products, and where they could be placed along the roads. Once a product and a location for a trial implementation has been identified, the Committee is going to seek approval from the Department of Highways. If new traffic calming products are approved to be used on roads within the Town of Cornwall, then the Committee will request a budget to purchase new traffic calming products in 2026-27.

It was discussed that one of the town's speed radar signs is not working properly and if it can't be repaired that it be replaced with a newer one that has the positive feedback messaging.

Councillor Frizzell returned to the meeting at this time.

### **SPEED LIMITS**

The Committee discussed the speed limits and various complaints received over the years regarding speeding on Town Streets. The Committee agreed that some streets should have a lower speed limit than what is currently posted. It was agreed that the Committee would request the Department of Highways decrease the speed limit at the following locations: Kingston Road area around East Wiltshire School (School Zone), Main Street between Town Limits and Mercedes Drive and Ferry Road around the Arbour Lane/ Osprey Drive Intersection.

### **ACTION ITEMS**

The Committee discussed the status of the items on the Action List.

Security – Belanger is scheduled to install intrusion alarms at the pumphouses when they are working on new communication components with the new water tower.

Streetlights – Maritime Electric has 2 locations set to install new poles with streetlights on York Point Road and should be installed within the next few weeks.

Stop Bars – Repainting of the stop bars on residential streets is progressing slowly as the contractor schedule allows. The schedule is for them to have all stop bars repainted by July 15, 2025.

Sidewalk Pads – Staff are scheduled to start working on sidewalk repairs/replacement shortly and the new sidewalk pads will be installed at the same time. Once pads are in, Staff will contact Highways to install signage and paint crosswalks at the approved locations.

It was noted that items on the action list are kept on the list until the tasks are completed or canceled and a full update has been provided to the committee on their status.

**IN CAMERA**

Nil

**MEETING TIME**

The next meeting time is Wednesday, September 24<sup>th</sup>, 2025, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 7:29 p.m.

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**STEVEN CAMPBELL**  
CHAIR

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**DOUG LONGMOORE**  
INFRASTRUCTURE MANAGER

**TOWN OF CORNWALL  
UTILITY COMMITTEE MEETING  
Monday, July 7<sup>th</sup>, 2025, at 4:30 PM**

Chair: Councillor Elaine Barnes  
Present: Councillor Cory Stevenson  
Also: Doug Longmoore, Manager of Infrastructure  
Taleah Logue, Environment Conservation Student  
Regrets: Deputy Mayor Jill MacIsaac

**CALL TO ORDER**

The meeting was called to order at 4:36 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 Stevenson and seconded by Chair Barnes that the agenda be approved with the addition of one item: Development Charge Bylaw.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil.

**APPROVAL OF MINUTES**

It was moved by Councillor Stevenson and seconded by Chair Barnes that the Minutes of June 2<sup>nd</sup>, 2025, be approved as circulated.

**Motion Carried**

**ITEMS ARISING FROM MINUTES**

**Hydrant Usage Policy**

Updates are ongoing to draft the policy, further discussion has been deferred until September, the goal is to have the policy in place for 2026.

**PROJECT UPDATES**

**WATER TOWER**

The new water tower is experiencing significant delays in construction. Greatario discovered an error in the production of the panels for the water tower and has stopped work at the site until new panels can be manufactured and brought to site. Currently the plan is to have the new panels on site by the first of August, estimates now have the new tower in operation in the later part of September. Greatario will provide the Town with a detailed plan including finishing all site work at the water tower site and installation of the pressure valve chamber.

### **CORNWALL ROAD PHASE 1**

Birt & MacKay has started work on removing the vegetation for the new active transportation trail and started installing the sewer mains on Cornwall Road starting at Jake Drive. Work has been progressing smoothly with no concerns or complaints received from the residents thus far. This project was later starting than originally planned and is expected to be completed in September.

### **DEVELOPMENT CHARGE BYLAW**

The Town is proceeding with the development of a new Development Charge Bylaw as required under the HAF funding agreement. The new bylaw will be brought forward at the August Committee of Council meeting and second reading scheduled for September.

The Utility Bylaw will be subject to consequential amendments when the Development Charge Bylaw is passed and those required amendments will be presented at the Committee of Council meeting in August as well.

### **CORRESPONDENCE**

Nil.

### **OTHER**

#### **Water Conservation Presentation**

Taleah Logue, Environment Conservation Student, gave a presentation on the water usage within the Town and on her work developing an educational campaign for water conservation using social media and the Town's digital sign. Water use in the town is within the expected average per person, but it is still high and there is room for improvement for the Town to reduce its water footprint.

Taleah is also working on setting up home water audit program to go into residents' homes and perform water audits to illustrate to residents how to reduce their water use. The goal for 2025 is to perform 50 residential water audits and highlight water efficiency programs offered by the province and topped up by the Town. For example, the Town can offer an additional \$50 to replace a high flow toilet on top of the \$75 offered by efficiency PEI to install low flow toilets. The Committee is also looking at setting up a shower head exchange program and having some universal toilet flappers available to fix leaky toilet.

### **NEXT MEETING**

Next meeting is scheduled for Monday September 8<sup>th</sup> at 4:30 pm at Town Hall.

### **MEETING ADJOURNED**

Meeting adjourned at 5:50 pm.

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**ELAINE BARNES**  
CHAIR

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**DOUG LONGMOORE**  
MANAGER, INFRASTRUCTURE

SPECIAL  
OLYMPICS  
PEI  
*in Support of*



# Erinching Lives GALA

# Thank You!



***Thank You for Celebrating Joy  
at the Enriching Lives Gala in  
Support of Special Olympics PEI!***

*Appreciate the  
continued support,*

*Cherity*