

**Town of Cornwall
Regular Council Meeting
September 24, 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) August 27, 2025
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
- 8) **Planning and Development – Deputy Mayor Maclsaac**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) – September 3, 2025
 - b) **Resolutions**
 - i) Emerald Heights – H.A.F. Contribution
- 9) **Committee of Council – Deputy Mayor Maclsaac**
 - a) **Minutes/Reports** – Minutes August 20, 2025
 - b) **Resolutions**
 - i) Leave of Absence – Councillor Barnes
 - ii) Cornwall FPEIM Board Seat
 - iii) HR Atlantic
 - iv) Hindu Society (Diwali Festival) – Donation
 - v) Gifts from the Heart – Donation
 - vi) Audited Financial Statements 2024-2025
- 10) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports** Minutes (Draft) September 15, 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 August 13, 2025
 - ii) Manager's Report – September 2025
 - b) **Resolutions**
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports**
 - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports**
 - b) **Resolutions**
 - i) Capital Contribution Bylaw – 2nd Reading
 - ii) Capital Contribution Bylaw – Formal Adoption
 - iii) Utility Bylaw – Amendments 2nd Reading
 - iv) Utility Bylaw – Amendments – Formal Adoption
- 15) **Correspondence** – PEI Police Association Certificate of Appreciation
- 16) **Other Business**
- 17) **In Camera MGS s.119(1)(b)**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, August 27, 2025
4:30 PM**

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

Also: Kevin Coady – CAO
Tracey Laybolt – Community/HR/IT Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Manager of Planning and Development
Doug Longmoore – Manager of Infrastructure

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There was one member of the public in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson that the agenda be approved with the addition of two “In Camera” items under s.119(1)(b) by CAO Coady and Correspondence items by Councillors Stevenson, Campbell and Barnes.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil.

APPROVAL OF THE MINUTES

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

Motion Carried

BUSINESS ARISING

Nil

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

Nil.

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**

- i) **Minutes** – August 6, 2025 (draft) – included in the package.

b) **Resolutions:**

Councillor Barnes wanted it noted that she believes that every application deserves to come to a vote, which is the reason she seconded the upcoming resolution.

Manager Griffin noted that the recommendation from the planning consultant and planning report is not to move forward with this application for the same reasons that the last application was denied. There are traffic concerns, The Official Plan does not recommend changing from agriculture to commercial. It does not adhere to sound planning practices and there is no walkway in that area. If zoned commercial, it opens the area up to any of the uses outlined in the bylaw.

Councillor Frizzell is in support of the application and the need for more commercial development. There are approximately 30,000 visitors to the Terry Fox Sports Complex area. He does not feel that this application is the same as the previous one that was denied as the current uses of the land are different. He noted that the previous denied application is being appealed. He is disappointed that Councillors did not give reasoning for voting against the previous application.

Councillor Barnes agrees that the Town needs more commercial development to allow more people to stay and work in the community. Changes in zoning should be made part of the Official Plan.

Councillor Stevenson is basing his decisions on the planning report recommendations.

PL-17-2025 Public Meeting – Rezoning 920 Main Street

Moved by Councillor Corey Frizzell
Seconded by Councillor Elaine Barnes

Whereas: The Town received Applications to rezone Lots 23-2 & 23-3 at 920 Main Street (PID 247858);

And Whereas: A Rezoning application requires the concurrent amendment of the Zoning Map (Zoning & Subdivision Control (Development) Bylaw #422) and General Land Use Plan (2022 Official Plan);

And Whereas: Section 22.2 of Bylaw #422 requires a Public Meeting be held to solicit input from the public on the proposed amendment requests;

And Whereas: Council has considered the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw #422;

Therefore, be it Resolved: That Council approve the scheduling of a Public Meeting to solicit input from the public on the Application to rezone Lots 23-2 & 23-3 at 920 Main Street (PID 247858) at a date to be determined in September of 2025.

Motion Denied – Tied Vote 3-3, Mayor McCourt Broke the Tie, with a vote in the Negative

PL-18-2025 – Affordable Housing Application – Kingston Road

Moved by Councillor Corey Frizzell
Seconded by Councillor Judy Herlihy

Whereas: The Town received an affordable housing proposal, from Kingston Holdings Inc. for funding under the Town of Cornwall Affordable Housing Incentive Program (2019), related to the affordable housing development granted Special Permit Use Approval by Resolution PL-08-2025 on May 27, 2025.

And Whereas: The Committee of Council, has considered the Town of Cornwall Affordable Housing Incentive Program (2019) and the proposed development to be owned by Kingston Holdings Inc.;

And Whereas: This development is considered affordable under Canada Mortgage and Housing Corporation (CMHC) criteria, and is funded in whole or in part by the CMHC;

Therefore, Be it Resolved: That Council rebate 25% of the municipal portion of the property tax

for the first phase of the development (first 70 units) to Kingston Holdings Inc. for a 10-year period, such period to begin upon occupancy of the first building in the development, under the Affordable Housing Policy upon presentation of the annual property tax statement. In addition, regular Development Permit fees shall be waived for the first phase of the development, and a maximum of \$25,000 shall be allocated from the Housing Accelerator Fund as an Accessibility Bonus by the Town to extend water service, including the installation of a fire hydrant, within the frontage of Lot 25-2.

Motion Carried 6-0

Councillor Herlihy would like to see a summary of the HAF Funding used and committed to date. Staff will provide that information at the next Committee of Council meeting

PL-19-2025 – Official Plan and Bylaw Review

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: The Planning Act (Section 15.1) mandates that the council of a municipality shall review its Official Plan and Bylaws at intervals of not more than five years and shall confirm or amend them by resolution;

And Whereas: The current Official Plan 2022 and Zoning and Subdivision Control (Development) Bylaw #422 were adopted by Council in March 2022;

And Whereas: The population growth and evolution of development concepts to meet this growth and community demands requires a thorough review of how the Town will address these issues now and anticipate future needs;

Therefore, Be it Resolved: That Council approves initiating the process for a comprehensive review and update of the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw.

Motion Carried 6-0

COMMITTEE OF COUNCIL

- a) **Minutes/Reports:**
 - i) **Minutes** – June 18, 2025 - included in the package.

- b) **Resolutions:**

COC-27-2025 Make A Wish -Bragger’s Cup – Hole Sponsor

Moved by Councillor Cory Stevenson

Seconded by Councillor Judy Herlihy

Whereas: The Braggers Cup is a local golf tournament which raises funds for the Prince Edward Island Chapter of the Make-A-Wish Foundation;

And Whereas: The PEI Chapter of the Make-A-Wish Foundation fulfills wishes for numerous children throughout PEI in general and Cornwall in particular; and the Town of Cornwall has supported this fundraiser in the past and desires to continue doing so;

Therefore, be it Resolved: That the Town of Cornwall provide three hundred and fifty dollars (\$350) to the Braggers Cup Tournament to sponsor a hole in the event.

Motion Carried 6-0

COC-28-2025 Arthritis Awareness Month

Moved by Councillor Steven Campbell

Seconded by Councillor Cory Stevenson

Whereas: Nationwide community support has been critical throughout Arthritis Society Canada's 77 year history, enabling the organization to fulfill its mission to fight the fire of arthritis with research, advocacy, innovation, information and support;

And Whereas: Six million Canadians live everyday with the brutal realities of arthritis and there is no cure, and its debilitating pain restricts mobility and diminishes quality of life;

And Whereas: During Arthritis Awareness Month (September), the Arthritis Society of Canada seeks to raise awareness and encourage everyone, to stand with the Arthritis Society to fight for an arthritis free future;

Therefore, Be it Resolved: That the Town of Cornwall declare the month of September 2025 to be Arthritis Awareness Month in the Town of Cornwall.

Motion Carried 6-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Herlihy noted the meetings will resume in September. Hannah MacLean from CAWG will be in to speak on the naturalization areas at their next Committee meeting. Councillor Stevenson had a Water Audit done at his residence. He noted that it was a very informative process and gave kudos to Council for bringing forth this great initiative. He is looking forward to getting the results.

b) **Resolutions:** Nil

MUNICIPAL AND EMERGENCY SERVICES

a) **Minutes/Reports:**

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
- Transit numbers matched July 2024 numbers.
 - The new intra Transit routes that added four hours per day started August 25. Councillors Frizzell and Stevenson hopped on the bus for launch day.
 - Mayor McCourt and Councillors Frizzell, Stevenson and Barnes attended the Official Opening of the new RCMP detachment on Friday. It was a great event and a welcome addition to the Town.
 - There will be a tour of the E-watch back office at Charlottetown Police Headquarters on September 4 at 5:30pm all Councillors are invited to attend.

b) **Resolutions:** Nil

PARKS AND RECREATION

a) **Minutes/Reports:**

- i) **Manager's Report – August 2025** – included in the package. Councillor Stevenson provided the following updates:
- The Committee discussed park upgrade options at Lowther Park.
 - The Just Live Fun Run had over 1500 registrations. It is a very powerful, well-run event. Every year it gets bigger and requires more assistance from Town staff.
 - There was a great turn out at the second park party. Thanks to staff for their work making them happen. Councillor Stevenson and Mayor McCourt assisted with passing out medals.
 - Cornfest will take place September 24 to 28. Staff are busy getting things organized. Red Rock Wrestling will be the highlight event.
 - Councillor Frizzell would like to see a local inflatable vendor be used for Town events. Councillor Stevenson noted that staff have been in discussions with the vendor to see how they can work together. This vendor does get used for many Town events but some items that the Town likes to use for certain events are not available with this company. Councillor Barnes commented that there can be different perceptions of local. She believes in supporting local businesses but noted that local can also mean provincially.

b) **Resolutions:** Nil.

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Campbell provided the following updates:
 - The Committee will meet September 24.
 - The proposed crosswalk at Primrose (Osprey/Arbor) will be discussed at the September meeting. Manager Longmoore noted that the Province does not intend to put a crosswalk in that area at this time. Councillor Frizzell expressed his disappointment given that this area is one of the most highly populated in the Town. There was discussion on having someone from the Province come to a Public Works meeting.
 - Councillor Frizzell would like Council to consider adding an AT trail from Hillside Meadows to Primrose to the upcoming budget.
 - Councillor Stevenson has received a lot of positive feedback from residents about the mobile radar and cutouts. Thanks to staff for moving them around the community. He noted that residents have asked about getting sidewalks in the Hillside Meadows subdivision.

b) Resolutions: Nil

WATER/SEWER UTILITY

a) Minutes/Reports:

- i) **Minutes:** The Committee did not meet.

b) Resolutions:

CAO Coady advised that there were printed copies of the Bylaws at the back of the room.

U-04-2025 Capital Contribution Bylaw – 1st Reading

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

Whereas: The Capital Contribution Bylaw clarifies when and under what conditions that the Town and/or Water and Sewer Utility may contribute to capital costs of the installation of water and sewer infrastructure projects;

And Whereas: The Capital Contribution Bylaw applies to the installation of oversized and premature infrastructure development that the Town deems to be in the best interest of the Town;

And Whereas: The Capital Contribution Bylaw (Development Charge) is a requirement for the Housing Accelerator Fund (HAF) to complete the commitments the Town has made under this funding program;

And Whereas: Council has considered the process for the use of the Capital Contribution Bylaw and deemed it to be in the best interest of the Town;

Therefore, be it Resolved: That the Capital Contribution Bylaw, Bylaw # 2025-01, is hereby read and approved for the first time.

Motion Carried 6-0

U-05-2025 Utility Bylaw - Amendments – 1st Reading

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall Water & Sewer Utility Bylaw #601 requires a consequential amendment to enable the use of the proposed Capital Contribution Bylaw;

And Whereas: Council desires to make housekeeping amendments to the mandated number of Board meetings annually and to reflect the new mandated fiscal year in the same Bylaw;

And Whereas: A Bylaw can only be amended by another Bylaw;

Therefore, be it Resolved: That the Town of Cornwall Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601 is hereby read and approved a first time.

Motion Carried 6-0

U-06-2025 Cornwall Road Phase 1 – Change Order

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall Water and Sewer Utility had identified an expansion to the water distribution system that requires completion to provide sufficient water pressure for the development of properties along the Cornwall Road, this expansion was to be included in the second Phase of the current project;

And Whereas: There are still budgeted funds available in the Phase 1 portion of the Cornwall Road project currently in progress by Birt and MacKay Backhoe Services Ltd, and they have been requested to provide a quote for the construction of the new watermain on PID 426031 to connect the existing transmission main from the new reservoir to the existing watermain on Samatha Drive;

And Whereas: WSP has provided a cost estimate for this connection, which was considered at the Committee of Council meeting held August 20, 2025, which estimate would still be within the original budget for the Phase 1 project;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's

Engineers, issue a change order to Birt & MacKay Backhoe Services Ltd to construct a watermain on PID 426031 for a price no greater than the price in the WSP estimate noted above.

Motion Carried 6-0

U-07-2025 Cornwall Lagoon Berm Repair – Contract Award

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

Whereas: The Town of Cornwall Water and Sewer Utility needs to conduct some maintenance repairs to the Cornwall Lagoon berms;

And Whereas: Four local qualified companies that have done work within wastewater treatment facilities were contacted to provide quotes for the project and 2 bids were received;

And Whereas: WSP reviewed the proposals and recommend accepting the low bid received from Island Coastal Services Ltd. for \$66,832.08 plus HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's Engineers, accept the quote provided by Island Coastal Services Ltd. for the Cornwall Lagoon Berm Maintenance Project for the amount of \$66,832.08 plus HST.

Motion Carried 6-0

CORRESPONDENCE

OTHER BUSINESS

- Councillor Campbell thanked Citizens on Patrol members for attending the recent park party and providing information on the COP program. He thanked the volunteers for their time attending events and for the time they dedicate to patrolling the Town. They help keep the Town safe and are starting to get recognized within the Town when on their patrols.
- Councillor Stevenson congratulated the many Cornwall residents that participated in the various sports at the Canada Games.
- Councillor Barnes wished students and teachers a great school year. She reminded motorists to slow down in school zones. She noted that the increased RCMP presence in the Town has helped with speeding.
- Councillor Frizzell congratulated all athletes, particularly Cornwall residents on a great season. The RC United U11 went undefeated and won four gold medals. Kudos to everyone.
- Mayor McCourt welcomed students and staff back for a new school year.

IN CAMERA

It was moved by Councillor Campbell and seconded by Councillor Herlihy that the meeting would move “in camera” to discuss items under MGA s.119(1)(b) at 5:30pm.

Motion Carried

ADJOURNMENT

The meeting resumed regular session at 6:15pm.

Meeting was adjourned at 6:16pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT

Town of Cornwall
Planning Committee Meeting
Sept 3, 2025, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Steven Campbell
Staff: Paula Griffin, Jessie Murray
Other: None
Regrets: Councillor Frizzell
Public: 1

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Chair MacIsaac welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3. APPROVAL OF AGENDA

It was noted by Ms. Griffin that the Agenda needs a correction on 7.a and 7.b as the properties are located on Cornwall Road not on Kingston Road.

It was moved by Councillor Campbell and seconded by Mayor McCourt that the Agenda be approved as amended.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST
NIL

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Mayor McCourt that the Minutes of Aug 6, 2025, be approved.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

NIL

7. NEW BUSINESS 15.2

a. Development Proposal - PID 245126 (Cornwall Road)

Ms. Griffin stated that this item is an information item on a possible future application. The owner is looking to relocate his business to this property. The nature of his business is wholesale and distribution operations and facilities which would require a main commercial building and the temporary storing of shipping containers containing merchandise while waiting for the items to be sold.

The property (PID 245126) is zoned M2 (Business Park Zone) which, in accordance with Bylaw 422, does not permit shipping containers as a permanent accessory structure. However, Ms. Griffin clarified that the shipping containers would not serve as permanent fixtures on the property but would instead be part of a continuous rotation. Once a container is emptied, it will be promptly removed from the premises.

Ms. Griffin added that on the same property but separate from the previously mentioned business, the owner is also considering the development of a water ramp and small pond for summer mogul ski training. The owner's son is a competitive mogul skier who currently travels to British Columbia for summer training, and the proposed facility would provide regional athletes with local access to training opportunities in the sport.

Staff clarified that both proposals would not be issued a permit until water and sewer have been extended to the area, or the owner decides to establish his own private services. Chair MacIsaac suggested that when the owner is at a closer stage to submitting an application, he should present the proposal at a Planning Committee Meeting.

Committee discussed that the proposal for the mogul development could be defined as a tourism development which Cornwall does not currently include in its zoning. This type of sporting or even tourist development is not mentioned by Bylaw #422 in relation to the M2 zone. Ms. Griffin said it should be considered whether the area in question is appropriate for this type of tourism development.

b. Development Proposal - PID 576330 (Cornwall Road)

The proposed development is for semi-detached residential units designed to share a rear common wall with each having frontage on different streets. Along the street view, the dwellings would look like single family dwellings. Because the zone is CDA (Comprehensive Development Area), he will have to provide a Development Concept in the future and will require a Special Permit when the time comes. This is just an initial concept, and he has plans to further the development with more units.

c. Telecommunications Towers

Staff informed the Committee that two new cell towers will potentially be placed in Cornwall.

Bell intends to construct a tower on the back of the parking lot for St. Francis of Assisi Catholic Parish Church at 5 Lowther Drive. Bell will be facilitating the public consultation (by mailout and newspaper ads) starting September 6th. The location allows the overlap from other towers, and we are assured by Bell that this should address most if not all cell service issues that are off Ferry Road.

Councillor Campbell asked if the consultation area only covered a certain number of homes in a certain range of the town. According to the ISEDC circulation area, the circulation list is

3x the tower height equalling 90m radius, measured from the base of the tower. Ms. Griffin also informed Bell that the Town would be sharing this notification on social media to assist in informing more residents.

A second tower to be constructed by Eastlink will be located in the Cornwall Business Park at 68 W.B. MacPhail Drive at the rear of the property. This location should assist in increasing cell service within the Town but specifically with the dropped signal around the water tower area. Eastlink will also be facilitating their own public consultations.

d. Possible Special Permit – PID 623058 (Lakeview Drive)

Ms. Griffin wanted to share a possible proposal that is being discussed with a developer for a 32-unit apartment building which include a mix of single bedroom or studio units on PID 623058 which is zoned PURD.

There is currently no servicing or public road access, but the developer has stated he has had discussions with the Dept. of Transportation regarding approving access temporarily. Until concrete plans are submitted by all interested parties to provide the required infrastructure for approval, there is not enough information to move forward at this time and Staff is providing preliminary information to the Committee.

e. HAF Request for Emerald Heights Subdivision (Sunshine Meadows Drive Extension)

Applicants are asking for funding from the Housing Accelerator Fund (HAF) for their development and provided an initial package of the development and what they will be providing. This application will be creating 14 missing-middle dwelling units which would assist the Town in fulfilling their HAF incentive requirements. They are looking for assistance with their servicing costs due to the increases in cost due in part to construction a pedestrian walkway required by Bylaw #422.

Chair MacIsaac stated they were aware of the walkway as she has had conversations with them regarding their displeasures.

This development will provide an option to expand into the nearby parcels in the future. However, as a requirement specifically for new development in the PURD zone, the required walkway will only service the proposed new dwellings and not currently connect to any other pedestrian walkways.

Chair MacIsaac wanted to confirm what their parkland dedication was. Ms. Griffin confirmed it was the identified open space between the existing development on Sunshine Meadows Drive and the proposed Emerald Height Subdivision, which will meet the Parkland Dedication requirement for the subdivision.

The developer's proposal states that 7 semi-detached dwellings (14 units in total) will be constructed and implies that they may be more affordable than some others available in Cornwall. They are asking for \$105, 000.00 which is about 20% of the servicing cost which includes the cost of the walkway.

Chair MacIsaac asked what our current standing is with available funds. Ms. Griffin confirmed we still have funds available, but an accurate number can be provided for the next Committee of Council meeting, including how much HAF is available plus more firm construction costs from the developer.

Ms. Griffin stated that they have said that if this is approved, they intend to start construction as soon as possible and will submit any necessary permit applications.

The Committee agreed to move this to Committee of Council for further discussion.

f. Possible Commercial Development – 505 Main St. (PID 640227)

Ms. Griffin stated that a developer visited the office last week to state he had an offer submitted for the property wished to discuss his proposal for mixed-use commercial development. He plans to use the existing structure and expand it to use the lower levels for commercial use with residential units above which is permissible for the C1-zoned property.

The developer is also aware of a possible cell tower being constructed behind the property in question and has no issued. He stated he would reach out if his offer is accepted and he is ready to move forward.

8. OTHER BUSINESS

NIL

9. IN-CAMERA

NIL

10. NEXT MEETING

The next Planning Committee meeting will be held on Wednesday October 1st at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 4:55pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Paula Griffin
Manager, Planning & Development



TOWN OF CORNWALL
RESOLUTION

DATE: September 24, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-20-2025
102820 PEI Inc. - Housing Accelerator Fund Proposal
Emerald Heights Subdivision - Sunshine Meadows Extension

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Elaine Barnes**

Whereas: The Town received a proposal for funding under the Housing Accelerator Fund from IHD Holdings Inc. (the “Developer”) related to the development of Emerald Heights Subdivision, being a part of PID 684639.

And Whereas: Emerald Heights Subdivision was granted Preliminary Approval by Council Resolution PL-02-2025, which subdivision concept proposes seven (7) Lots with Semi-Detached Dwellings totalling 14 units.

And Whereas: Council has considered the Housing Accelerator Fund (HAF) requirements and funding parameters to support housing in the Town.

Therefore, Be it Resolved: That Council grant approval for a commitment of \$105,000.00 of Housing Accelerator Funding to the Developer for the purpose of assisting with construction of a new roadway and installation of water and sewer infrastructure along with development of a pedestrian walkway to be dispersed subject to the following:

- a) The Developer entering into an appropriate funding agreement with the Town;
- b) \$105,000.00 paid to the Developer at such time that the street identified on the plan as “Sunshine Meadows Drive (Extension)” is transferred to the Province.

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
August 20, 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 – Manager of Planning and Development
Oliver Batchilder – Summer Public Relations Assistant

CALL TO ORDER

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

There were two members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the agenda be approved as circulated with the addition of Lagoon Quote to 13-c-4 by CAO Coady.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

July 16, 2025 - It was moved by Councillor Stevenson and seconded by Councillor Herlihy that the minutes of July 16, 2025, be approved as circulated.

Motion Carried

Councillor Frizzell requested an update on the cenotaph being moved. CAO Coady responded that nothing has been done to date, but he will set up a meeting.

Councillor Frizzell noted that in the Parks and Recreation Minutes that there was reference of more garbage cans at the Terry Fox Complex and signs for no dogs being ordered. He was advised that both had been done.

GUESTS/PRESENTATIONS

Epic Scooters – Taf presented statistics to Council on the ridership to date for scooters. Statistics included number of riders as well as environmental impacts such as fuel savings. There was discussion on other areas for pick up locations. There was discussion on usage, possible extension areas, passes for users and helmet safety.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

- a) **New Transit Map/Service** – The new T-3 “intra” routes will launch Monday, August 25. Staff will promote the new schedules on the website, sign and social media. On the launch day, staff will take a ride on the bus with any Councillors that would like to join to highlight the convenience of traveling within the Town.
- b) **FPEIM Update (Councillor Barnes)** – Councillor Barnes reported that she would be resigning from the FPEIM Board effective immediately. She noted that it was a great 6 years, and she enjoyed it very much and is grateful for the opportunity. She learned a lot about how municipalities can work together. She encourages someone else to step forward, there is one meeting per month and members are expected to attend the annual and semi-annual meetings. This will be added to the September Committee of Council meeting. Any Councillors that are interested can put their name forward.

PLANNING

Councillor Herlihy pointed out that there was a typo in one of the PID numbers in the Minutes.

- a) Reports/Minutes – August 6, 2025 (draft) – included in the package.
- b) Information Items –

Use of Town Property – There was discussion on how Council would like staff to handle requests from vendors to set up on Town property. Staff have been in discussions with other municipalities who for the most part have a designated area where this is permitted and are governed by a bylaw. Currently there is not a lot of Town owned property that can be used, staff will send out an updated map of Town owned property. Councillor Frizzell asked about the area at the Terry Fox Sports Complex and was advised that vendors would need to get permission from the school board to set up. Councillor Barnes is interested in licensing mobile vendors as there is a lack of commercial enterprises in the Town. There would need to be safe and accessible locations. Staff will work on an amendment to the transient permit in the bylaw.

Notice of Appeal – Rezoning Decision re: PID 406926 – CAO Coady advised that the Town has received a Notice of Appeal from IRAC for the decision on PID 406959. There is a reply date of September 11, 2025, for the Town to have all file information submitted.

c) Request for Decision –

Rezoning Request – Public Meeting 920 Main Street -

There has been an application to rezone PID 247858 at 920 Main Street to allow for a commercial business. Staff is looking for Council’s direction in having a public meeting to solicit input. There was discussion on this being similar to a recent decision not to rezone the adjacent property at PID 406969. Councillor Frizzell noted that this is not the same property and not the same business. This property is not currently being used as farmland as the other one was. He feels that the Town needs businesses to bring economic development to the Town. Acting Manager of Planning and Development Griffin noted that the concerns of the other application remain the same and that once the property is rezoned commercial, anything that’s a permitted use under the bylaw can be put there. Councillor Barnes stated that since this is a separate application, she feels they have a right to a public meeting.

It was moved by Councillor Frizzell and seconded by Councillor Barnes to bring forth a resolution that Council approve the scheduling of a Public Meeting to solicit input from the public on the Application to rezone Lots 23-2 & 23-3 at 920 Main Street (PID 247858) at a date to be determined in September of 2025.

Affordable Housing Application – 99 Kingston Road –

The Town has received an application for three affordable housing units that will meet criteria of the Affordable Housing Incentive Program. These units will also contribute to meeting the required new dwelling units under the HAF program.

It was moved by Councillor Frizzell and seconded by Councillor Herlihy to bring forth a resolution that Council rebate 25% of the municipal portion of the property tax for the first phase of the development (first 70 units) to Kingston Holdings Inc. for a 10-year period, such period to begin upon occupancy of the first building in the development, under the Affordable Housing Policy payable upon presentation of the annual property tax statement. In addition, regular Development Permit fees shall be waived for the first phase of the development, and a maximum of \$25,000 shall be allocated from the Housing Accelerator Fund as an Accessibility Bonus by the Town to extend water service, including the installation of a fire hydrant, within the frontage of Lot 25-2.

Official Plan and Bylaw Review -

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council approves initiating the process for a comprehensive review and

update of the Town of Cornwall Official Plan and Zoning and Subdivision Control (Development) Bylaw.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee did not meet. Next meeting will take place in September.
- 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:
 - Transit numbers are staying steady. August 25 will be the launch of the extended routes to provide intra service in Cornwall.
 - The tour of the E-Watch back office will be on September 4 at 5:30pm. Infrastructure Manager Longmoore will attend with members of Council.
 - The official opening of the new RCMP Detachment will take place on Friday, August 25,
- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items –

E-Watch Camera Tour – September 4, 5:30pm – 6:30pm
- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
 - (i) Minutes – June 11, 2025 – included in the package.
 - (ii) Manager’s Report – August 2025 – included in the package. Councillor Stevenson provided the following updates:
 - The second Park Party was a great success – there were lots of swimmers, and the BBQ was very popular. The Committee will be looking at adjusting start times to avoid a long period between BBQ and movie time.
 - Summer camps were full and very busy.
 - The Committee is reviewing the After School Camp fees.
 - The Committee reviewed the Lowther Park survey results. Some items identified were a new play structure, pad, trails, gazebo and benches. The current trail needs some work in problem areas. Councillor Barnes noted that these surveys don’t always

- capture the proper feedback to service all demographics.
- Councillor Barnes would like to see rest areas along the AT trail especially on the long stretch on Main Street.
- Councillor Barnes has received comments from residents about the pool and how much water is being used to refill. She asked why there is not a cover used to keep heat and water in and would like the Town to look at options for liners and heating.
- Councillor Frizzell would like a breakdown of the \$9000 sponsors for the Canada Day events.
- Councillor Frizzell noted that in the Parks and Recreation Minutes, there were concerns from Primrose Point residents about a fallen tree on the trail. Manager Meunier is reaching out to the property owner about getting it removed. Councillor Frizzell would like the Town to be more proactive in identifying park walkways to avoid people walking on private property.
- Councillor Stevenson noted that there have been several requests for benches. One has been placed at the Cornwall Civic Center. Staff will order more to have available for memorial bench requests.
- Councillor Stevenson reminded Council of the Just Live Fun Run taking place this coming Sunday. There are over 1000 in person registrations and 500 virtual. The event is extremely well organized. Manager Meunier and staff are working with the organizers to support the event.
- The Committee is continuing to review the sponsorship policy.
- Cornfest will take place September 24-28 with Red Rock Wrestling as the ticket event on the 27th.
- Councillor Barnes reminded everyone that the Town is part of the Access 2 program which gives free admission to support workers. It would be great to see all municipalities be part of this inclusive initiative.

b) Information Items –

Lease Agreements – Turf Fields – Public Schools Branch – CAO Coady is arranging a meeting with the Public Schools Branch to start the negotiations on the agreement for the Terry Fox Sports Complex land.

c) Requests for Decision - Nil

PUBLIC WORKS

- a) Reports/Minutes – The Committee did not meet. Councillor Cambell provided the following update:
- There is some paving and road widening being done.
 - Staff are installing pads for future crosswalks.

b) Information Items – Nil

c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – The Committee did not meet. Councillor Barnes provided the following updates:
 - Staff have been busy with regular maintenance and some leak repairs.
- b) Information Item – Nil.
- c) Requests for Decisions –

Utility Capital Contribution Bylaw -

It was moved by Councillor Barnes and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall adopt the Capital Contribution Bylaw which applies to the installation of oversized and premature infrastructure development that the Town deems to be in the best interest of the Town.

Bylaw to Amend W/S Utility Bylaw -

It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forth a resolution to Council that Town of Cornwall Water & Sewer Utility Bylaw #601 be amended to enable the use of the proposed Capital Contribution Bylaw.

Change Order Cornwall Road Phase 1 -

It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forth a resolution to Council that the Town, pursuant to the recommendation of the Town's Engineers, issue a change order to Birt & MacKay Backhoe Services Ltd to construct a watermain on PID 426031 connecting the new water transmission line from the new water tower to Samantha Lane at a price no greater than the price in the estimate provided by WSP.

Cornwall Lagoon Berm Maintenance -

It was moved by Councillor Barnes and seconded by Councillor Campbell to bring forth a resolution to Council that the Town, pursuant to the recommendation of the Town's Engineers, accept the quote provided by Island Coastal Services Ltd. for the Cornwall Lagoon Berm Maintenance Project for the amount of \$66,832.08 plus HST.

CORRESPONDENCE

Early Childhood Development Association (ECDA) – Sponsorship Request –
Council will not be moving forward with a donation at this time.

Make-A-Wish Bragger's Cup – Sponsorship Request – It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall provide three hundred and fifty dollars (\$350) to the Braggers Cup Tournament to sponsor a hole in the event.

Proclamation Request – Arthritis Awareness Month – It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall declare the month of September 2025 to be Arthritis Awareness Month in the Town of Cornwall.

Thank You – Open Door Outreach – The Town received a thank you for their continued support of the Open-Door Outreach.

IN CAMERA

MGA s.119(1)(a)(d)(e) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 6:27pm.

Motion Carried

The meeting resumed regular session at 7:39pm.

ADJOURNMENT

The meeting was adjourned at 7:40pm.

Jill MacIsaac Deputy Mayor, Chair



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-29-2025

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Cory Stevenson**

Be it Resolved: That the Council of the Town of Cornwall hereby grants a leave of absence for Councillor Elaine Barnes effective November 1, 2025 and ending February 28, 2026 pursuant to clause 98(4)(b) of the *Municipal Government Act*.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-30-2025 Town of Cornwall Federation of Prince Edward Island Municipalities Board Seat

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Jill MacIsaac**

Whereas: The constitution of the Federation of PEI Municipalities (FPEIM) reserves one seat on the FPEIM Board of Directors for the Town of Cornwall;

Therefore, Be it Resolved: That the Council of the Town of Cornwall appoints Councillor Judy Herlihy to be the Town of Cornwall representative on the FPEIM Board of Directors for the remainder of this Council term.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-31-2025 Human Resources Contract HR Atlantic

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Elaine Barnes**

Be it Resolved: That the Council of the Town of Cornwall engage Emily MacDonald of HR Atlantic to conduct an internal human resources review.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

DEPARTMENT: Committee of Council - Diwali Donation

MOTION NUMBER: COC-32-2025

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**
Seconded by Councillor _____ **Cory Stevenson**

Whereas: The Hindu Society of PEI is celebrating Diwali (the Hindu festival of lights) on October 18, 2025, and this year’s celebration has the special theme of “Celebrating the Power of Women”;

And Whereas: The Town of Cornwall desires to assist in this annual celebration;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars to the Hindu Society of PEI to assist with their annual Diwali celebration.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

DEPARTMENT: Committee of Council - "Gifts from the Heart" Donation

MOTION NUMBER: COC-33-2025

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: "Gifts from the Heart" is a vital community resource dedicated to meeting the needs of low income Islanders and will be hosting their 5th annual Gifts from the Heart Silent Auction November 21, 2025;

And Whereas: The Town of Cornwall desires to assist Gifts from the Heart" in their mission to assist low income Islanders;

Therefore, Be it Resolved: That the Town of Cornwall donate a gift basket containing two hundred and fifty dollars in local Town of Cornwall merchant gift cards, along with assorted Town of Cornwall branded merchandise.

TOWN OF CORNWALL
Consolidated Financial Statements
March 31, 2025

TOWN OF CORNWALL
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March 31, 2025

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying consolidated financial statements of the Town of Cornwall are the responsibility of management and have been prepared in accordance with Canadian Accounting Standards for the Public Sector. A summary of the significant accounting policies are described in the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current period cannot be finalized with a certainty until future periods.

To meet its responsibility, management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The council met with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by MRSB Chartered Professional Accountants Inc., independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the consolidated financial statements.

On behalf of the Town of Cornwall:



Chief Administrative Officer

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the Town of Cornwall

Opinion

We have audited the consolidated financial statements of the Town of Cornwall (the Town), which comprise the consolidated statement of financial position as at March 31, 2025, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and notes and schedules to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at March 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for the Public Sector.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian Accounting Standards for the Public Sector, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

(continues)

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

MRSB Chartered Professional Accountants Inc.

MRSB CHARTERED PROFESSIONAL ACCOUNTANTS INC.

Charlottetown, PE

September 17, 2025

TOWN OF CORNWALL
Consolidated Statement of Financial Position
March 31, 2025

	<u>2025</u>	<u>2024</u>
Financial assets		
Cash and cash equivalents		
Cash	\$ 158,719	\$ 1,026,771
Restricted cash	2,418,970	202,011
Accounts receivable (Note 3)	1,058,245	1,313,314
Long term investments (Note 4)	197,298	175,272
	<u>3,833,232</u>	<u>2,717,368</u>
Liabilities		
Bank indebtedness (Note 5)	62,717	266,593
Demand loans (Note 6)	2,766,800	1,766,800
Accounts payable and accrued liabilities	1,080,304	1,010,464
Deferred revenue (Note 7)	2,384,201	1,216,626
Retirement obligation (Note 8)	222,827	193,381
Long term debt (Note 9)	1,260,699	1,745,764
	<u>7,777,548</u>	<u>6,199,628</u>
Contingent liability (Note 10)		
Commitments (Note 11)		
Net debt (Statement 6)	<u>(3,944,316)</u>	<u>(3,482,260)</u>
Non-financial assets		
Prepaid expense	77,602	65,761
Intangible assets (Note 12)	158,973	186,902
Tangible capital assets (Schedule 1 and 2)	45,809,647	41,956,813
	<u>46,046,222</u>	<u>42,209,475</u>
Accumulated surplus (Statement 5)	<u>\$ 42,101,906</u>	<u>\$ 38,727,214</u>

ON BEHALF OF COUNCIL

 Mayor
 Councillor

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Consolidated Statement of Operations
Year Ended March 31, 2025

	Budget 2025	Actual 2025	Actual 2024
Revenues			
Town (Schedule 3)	\$ 5,178,052	\$ 5,405,768	\$ 4,872,152
Parks and Recreation (Schedule 5)	481,283	757,129	557,570
Water and Sewer (Schedule 6)	2,273,696	2,147,156	1,900,302
	<u>7,933,031</u>	<u>8,310,053</u>	<u>7,330,024</u>
Expenditures			
Town (Schedule 3)	3,771,849	4,138,123	3,679,960
Parks and Recreation (Schedule 5)	1,766,485	1,824,673	1,595,623
Water and Sewer (Schedule 6)	2,014,416	1,951,664	1,850,371
	<u>7,552,750</u>	<u>7,914,460</u>	<u>7,125,954</u>
Operating surplus	<u>380,281</u>	<u>395,593</u>	<u>204,070</u>
Other revenues			
Town (Schedule 3)	1,670,945	1,045,955	2,350,775
Water and Sewer (Schedule 6)	3,260,598	1,933,144	543,452
	<u>4,931,543</u>	<u>2,979,099</u>	<u>2,894,227</u>
Annual surplus	<u>5,311,824</u>	<u>3,374,692</u>	<u>3,098,297</u>
Accumulated surplus - beginning of year	<u>38,727,214</u>	<u>38,727,214</u>	<u>35,628,917</u>
Accumulated surplus - end of year (Note 14)	<u>\$ 44,039,038</u>	<u>\$ 42,101,906</u>	<u>\$ 38,727,214</u>

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Consolidated Statement of Changes in Net Debt
Year Ended March 31, 2025

	Budget 2025	Actual 2025	Actual 2024
Annual surplus	\$ 5,311,824	\$ 3,374,692	\$ 3,098,297
Amortization of intangible assets	29,880	63,055	44,711
Amortization of tangible capital assets	1,260,871	1,319,103	1,169,908
Purchase of intangible assets	-	(35,127)	(148,315)
Purchase of tangible capital assets	(8,662,072)	(5,171,934)	(4,291,744)
Increase in prepaid expense	-	(11,845)	(31,457)
Gain on disposal of tangible capital assets	-	(4,000)	(850)
Proceeds on disposal of tangible capital assets	-	4,000	850
	<u>(7,371,321)</u>	<u>(3,836,748)</u>	<u>(3,256,897)</u>
Increase in net debt	(2,059,497)	(462,056)	(158,600)
Net debt - beginning of year	(3,482,260)	(3,482,260)	(3,323,660)
Net debt - end of year	\$ (5,541,757)	\$ (3,944,316)	\$ (3,482,260)

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Consolidated Statement of Cash Flows
Year Ended March 31, 2025

	2025	2024
Cash flows from operating activities		
Annual surplus	\$ 3,374,692	\$ 3,098,297
Items not affecting cash:		
Amortization of intangible assets	63,055	44,711
Amortization of tangible assets	1,319,103	1,169,908
Gain on disposal of tangible capital assets	(4,000)	(850)
Income from government business enterprise	(22,027)	(27,300)
	<u>4,730,823</u>	<u>4,284,766</u>
Changes in non-cash working capital:		
Accounts receivable	255,069	(104,318)
Prepaid expense	(11,841)	(31,458)
Accounts payable and accrued liabilities	69,837	(4,266)
Deferred revenue	1,167,575	480,806
Retirement obligation	29,446	7,407
	<u>1,510,086</u>	<u>348,171</u>
	<u>6,240,909</u>	<u>4,632,937</u>
Cash flows from capital activities		
Purchase of tangible capital assets	(5,171,934)	(4,291,744)
Purchase of intangible assets	(35,127)	(148,315)
Proceeds on disposal of tangible capital assets	4,000	850
	<u>(5,203,061)</u>	<u>(4,439,209)</u>
Cash flows from financing activities		
Advances (repayment) of operating loans	1,000,000	(225,000)
Repayment of long term debt	(485,065)	(472,347)
	<u>514,935</u>	<u>(697,347)</u>
Increase (decrease) in cash	<u>1,552,783</u>	<u>(503,619)</u>
Cash - beginning of year	<u>962,189</u>	<u>1,465,808</u>
Cash - end of year	<u>\$ 2,514,972</u>	<u>\$ 962,189</u>
Cash consists of:		
Cash	\$ 158,719	\$ 1,026,771
Restricted cash	2,418,970	202,011
Bank indebtedness	(62,717)	(266,593)
	<u>\$ 2,514,972</u>	<u>\$ 962,189</u>

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

1. DESCRIPTION OF BUSINESS

The Town of Cornwall (the "Town") was incorporated under the Charlottetown Area Municipalities Act and continued under the Municipal Government Act. The Town is a non-profit organization under the Income Tax Act. The Town manages the municipal operations and also provides sewer and water services to its residents.

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

These consolidated financial statements for the Town of Cornwall have been prepared by management in accordance with Canadian Accounting Standards for the Public Sector.

These consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs and in the completion of specific work. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the year when the related expenditures are incurred, services are performed or the tangible capital assets are acquired.

Basis of consolidation

These consolidated financial statements for the Town of Cornwall reflect the assets, liabilities, revenues, expenditures, change in net debt and annual surplus of the Town. The Town is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources. Included with the municipality is the following:

Cornwall Water and Sewer Utility Corporation

A government business enterprise is a self-sustaining organization that has the financial and operating authority to sell goods and services to individuals and non-government organizations as its principal activity and source of revenue. Government business enterprises are accounted for on the modified equity basis. Their accounting principles are not adjusted to conform with those of the Town. The total net assets of all government business enterprises are reported as a separate item on the Consolidated Statement of Financial Position. The total net income from all government business enterprises is reported as a separate item on the Consolidated Statement of Operations. The Town's investment in government business enterprises include the following:

The Charlottetown Area Development Corporation (CADC)

Cash

Cash is comprised of cash on hand, unrestricted and restricted balances on deposit with banks and bank indebtedness.

(continues)

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Accounts receivable

Accounts receivable arise from sewer and water levies, government funding, miscellaneous and Harmonized Sales Tax receivable. An allowance for bad debts has been calculated through discussions with management, assessment of the other circumstances influencing the collectibility of amounts, and using historical loss experience. Amounts deemed uncollectible are written off and deducted from the carrying value of the receivable. Amounts subsequently recovered from accounts previously written off are credited to the allowance account in the period of recovery.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value of the tangible capital assets, is amortized on a straight-line basis over the estimated useful life as follows:

Buildings	50 years
Sidewalks	30 years
Trails, parks and gardens	30 years
Pool	30 years
Sportsfields	20 years
Transit bus	10 years
Public works equipment	10 years
Recreation equipment	10 years
Town equipment	5 years
Vehicles and trailers	7 years
Sewer system	75 years
Water system	75 years
Meters	25 years
SCADA	20 years
Utility equipment	10 years
Vehicles and trailers	7 years
Office equipment	5 years

One-half of the annual rate is recorded in the year of acquisition; no amortization is recorded in the year of disposal.

(continues)

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Impairment of long lived assets

The Town tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Asset retirement obligations

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Consolidated Statement of Operations. As at March 31, 2025, no asset retirement obligations have been identified by management.

Intangible assets

The intangible assets consisting of official plan, utility rate study and electric transit plan are stated at cost are being amortized on a straight-line basis over their estimated useful lives of five and seven years.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for the use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the consolidated change in net debt for the year.

Employee future benefits

Provision is made for benefits accruing to employees in respect of wages and salaries, retiring allowances, and defined contributions to employee benefit plans when it is probable that settlement will be required and they are capable of being measured reliably.

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the consolidated financial statements as revenue in the year in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates on the amounts can be determined.

(continues)

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition

Revenue from transactions with performance obligations are recognized when (or as) the Town satisfies a performance obligation. Revenue from transactions with no performance obligations are recognized when the Town has the authority to claim or retain an inflow of economic resources and a past transaction has given rise to an asset.

Property tax billings are based on the assessed value of real property in the Town and are payable in each calendar year. Municipal tax rates are reviewed, established and approved annually by the Town council. These revenues are recognized monthly as amounts are received from Province of Prince Edward Island.

Sewer and water dues are charged based on rates approved by Council. These charges are assessed quarterly and are recognized when billings come due.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in operating surplus. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments that are subsequently measured at amortized cost are shown as an adjustment to the carrying value of the related financial instrument.

Management estimates

The presentation of the consolidated financial statements in conformity with Canadian Accounting Standards for the Public Sector requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those reported. The following are areas in which management makes significant accounting estimates:

- The amounts recorded for amortization of tangible capital assets and intangible assets on the statement of operations is subject to management's assessment of the estimated useful life of the Town's tangible capital assets and intangible assets.
- The recognized amounts of potential claims and liabilities depend on management's assessment of future costs and the probability these events will occur.

3. ACCOUNTS RECEIVABLE

	2025	2024
Government funding receivable	\$ 636,854	\$ 1,006,458
Utility billings receivable	317,031	315,884
HST receivable	157,824	46,369
Other receivables	24,626	17,805
	1,136,335	1,386,516
Allowance for doubtful accounts	(78,090)	(73,202)
	\$ 1,058,245	\$ 1,313,314

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

4. LONG TERM INVESTMENTS

The Town of Cornwall holds a 2% portion of the Charlottetown Area Development Corporation (CADC). Condensed financial information for CADC for the years ended March 31, 2025 and 2024 are as follows:

	2025	2024
<u>Consolidated Statement of Financial Position</u>		
Assets		
Current assets	\$ 5,618,665	\$ 8,328,396
Property inventory	1,617,860	2,582,452
Mortgages receivable	153,906	251,071
Property and equipment	40,280	27,481
Investment properties	76,836,529	74,667,868
	\$ 84,267,240	\$ 85,857,268
Liabilities		
Current liabilities	\$ 4,246,420	\$ 9,468,894
Long term debt	16,636,496	17,554,920
Deferred revenues	48,547,295	45,097,786
	69,430,211	72,121,600
Shareholder's equity		
Capital stock	2,500	2,500
Contributed surplus	4,526,706	4,526,706
Retained earnings	10,307,823	9,206,462
	14,837,029	13,735,668
Total liabilities and shareholders' equity	\$ 84,267,240	\$ 85,857,268
<u>Consolidated Statement of Comprehensive Income</u>		
Revenues		
Operating income	\$ 1,793,820	\$ 1,911,172
Management fee	164,155	178,724
Interest	160,583	151,106
Miscellaneous	15,603	46,779
	2,134,161	2,287,781
Expenses		
	1,032,800	922,766
Net earnings for the year	1,101,361	1,365,015
Retained earnings - beginning of year	9,206,462	7,841,447
Retained earnings - end of year	\$ 10,307,823	\$ 9,206,462
<u>Investment</u>		
Investment - beginning of year	\$ 175,272	\$ 147,972
Share of net income (2%)	22,027	27,300
	197,298	175,272
Investment - end of year	\$ 197,298	\$ 175,272

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

4. LONG TERM INVESTMENTS (continued)

Key Activities and Commitments:

Demand loans of \$2,161,601 (2024 - \$6,556,601) are due on demand, interest at prime minus 0.1% and bankers' acceptance rate plus 0.75%. Interest paid monthly.

Long term debt and the demand loans are secured by general security agreement representing a first charge on all assets, continuing collateral mortgages representing a first charge on all real property known as Harbourside Complex and an undertaking not to encumber or mortgage the property at 119 Euston Street, assignment of mortgage receivable and fire insurance for Harbourside Complex and general assignment of rents representing a first charge on rent on the Harbourside Complex.

The Province of Prince Edward Island is the majority shareholder of the The Charlottetown Area Development Corporation and the City of Charlottetown, the Town of Stratford, and the Town of Cornwall are minority shareholders.

5. BANK INDEBTEDNESS

	2025	2024
<u>Water and Sewer Utility</u>		
National Bank of Canada	\$ -	\$ 266,593
Town of Cornwall		
National Bank of Canada	62,717	-
	\$ 62,717	\$ 266,593

The Utility has an approved line of credit with National Bank of \$550,000, which is due for renewal on November 30, 2025.

6. DEMAND LOANS

	2025	2024
<u>Water and Sewer Utility</u>		
National Bank - prime rate less 0.75%; interest due monthly; maximum limit of \$3,000,000; due on demand.	\$ 2,766,800	\$ 1,766,800

The Town also has an approved line of credit with National Bank of \$1,000,000, which is due for renewal on November 30, 2025, and was not utilized at the year end.

The Town must maintain the following financial ratios at all times:

- Working capital of at least \$1,000
- Working capital ratio of at least 1:1

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

7. DEFERRED REVENUE

	2025	2024
CMHC - Housing Accelerator Fund	\$ 1,570,992	\$ 1,065,165
Canada Community Building Fund	504,077	33,574
Active Transportation	158,704	-
Province of PEI Community Revitalization funding	60,140	11,389
Parkland dedication reserves	45,603	45,603
Program funding	44,685	22,879
Province of PEI Equalization grant	-	38,016
	\$ 2,384,201	\$ 1,216,626

Under the Canada Community Building Fund, the Town was allocated annual funding of \$610,767 for fiscal 2025. These funds, along with interest earned, must be used for eligible infrastructure and capacity building projects. Any funds received under this program, including interest earned, but not yet spent are recognized as deferred revenue at the end of the year.

During the year, the Town received Canada Community Building funding of \$610,767 earned interest of \$1,368 and incurred eligible expenditures of \$141,631.

8. RETIREMENT OBLIGATION

The Town accrues a retirement allowance for certain employees over the age of 50. The Town has calculated an estimated reserve based on one week retirement allowance for each employee anticipated to meet the criteria. The expense for the plan is equal to the change in estimated allowance for the year which was \$47,574 (2024 - \$7,407). The retirement obligation allowance is included in the restricted cash balance.

9. LONG TERM DEBT

	2025	2024
<u>Town of Cornwall</u>		
National Bank of Canada - 4.1%, repayable in monthly blended installments of \$8,826; unsecured. The loan renews on November 20, 2025.	\$ 695,768	\$ 773,449
National Bank of Canada - 2.65%, repayable in monthly blended installments of \$12,932; unsecured. The loan matures on July 20, 2026.	205,976	353,570
	901,744	1,127,019

(continues)

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

9. LONG TERM DEBT (continued)

	2025	2024
<u>Water and Sewer Utility</u>		
National Bank of Canada - 3%, repayable in monthly blended installments of \$13,178; unsecured. The loan matures on April 3, 2027.	319,506	465,670
National Bank of Canada - 2.4%, repayable in monthly blended installments of \$9,671; unsecured. The loan matures on July 26, 2025.	39,449	153,075
	358,955	618,745
	\$ 1,260,699	\$ 1,745,764

Principal repayments of long term debt are expected to be repaid over the next three years as follows:

2026	\$ 1,037,386
2027	209,614
2028	13,698

10. CONTINGENT LIABILITY

The Town commenced a legal action against a resident for reimbursement of expenses incurred in the cleanup of a property. The resident has filed a cross claim with no amount formally claimed as of yet. In the opinion of management and legal counsel, the likelihood of any liability to the Town is unknown at this time. Should any loss result from the resolution of these claims, such loss will be charged to operations in the year of resolution.

11. COMMITMENTS

The Town has entered into an agreement with the Eastern School District for the period of October 19, 2005 to October 18, 2025 for the development of sports fields located on the Eastern School District lands, including responsibilities for each party. The agreement may be extended for a further ten years on the same terms if both parties agree to the extension. The Eastern School District agrees to lease to the Town the Eastern School District portion of the Sports Fields during the twenty year term and can be extended a further ten years. The Town shall have right of first refusal should the Eastern School District be desirous of selling its interest in the sports field.

The Town has entered into a lease agreement with DeLage Landen Financial Services for the lease of a photocopier and a contract agreement with the PEI Humane Society for animal control services. The minimum payments due over the next two years are as follows:

2026	\$ 13,551
2027	13,332

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

12. INTANGIBLE ASSETS

	2025	2024
Intangible assets	\$ 469,035	\$ 433,908
Accumulated amortization	<u>(310,062)</u>	<u>(247,006)</u>
	<u>\$ 158,973</u>	<u>\$ 186,902</u>

13. GOVERNMENT TRANSFERS

	2025	2024
<u>Government transfers for operations</u>		
<u>Town</u>		
Provincial equalization grant	\$ 456,196	\$ 419,029
CMHC housing accelerator fund	375,013	-
Municipal Capital Expenditure Grant	214,085	271,665
New Horizons	17,420	-
School Age stabilization funding	3,209	-
Fiona assistance	<u>(48,565)</u>	170,712
	<u>1,017,358</u>	861,406
<u>Water and Sewer Utility</u>		
Municipal Capital Expenditure Grant	<u>261,888</u>	131,294
	<u>1,279,246</u>	992,700
 <u>Government transfers for capital</u>		
<u>Town</u>		
Province of PEI Community Revitalization program	693,903	265,297
Canada Community Building Fund	107,249	961,796
Active Transportation Funding	102,897	1,020,444
Province of PEI Forests, Fish, and Wildlife Division 2 billion trees	75,000	-
Canada Games Legacy	45,000	-
Province of PEI paving	20,000	-
Investing in Canada Infrastructure Program	<u>1,906</u>	102,388
	<u>1,045,955</u>	2,349,925
<u>Water and Sewer Utility</u>		
Investing in Canada Infrastructure Program	1,710,437	448,126
CMHC housing accelerator fund	184,324	-
Canada Community Building Fund	<u>34,383</u>	95,326
	<u>1,929,144</u>	543,452
	<u>2,975,099</u>	2,893,377
	<u>\$ 4,254,345</u>	<u>\$ 3,886,077</u>

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

14. ACCUMULATED SURPLUS

	2025	2024
Unrestricted deficit	\$ 160,784	\$ 96,062
Investment in tangible capital assets (Note 15)	41,782,149	38,444,250
Investment in intangible assets (Note 12)	158,973	186,902
	\$ 42,101,906	\$ 38,727,214

15. INVESTMENT IN TANGIBLE CAPITAL ASSETS

	2025	2024
Tangible capital assets (Schedules 1 and 2)	\$ 65,646,031	\$ 60,523,145
Accumulated amortization (Schedules 1 and 2)	(19,836,383)	(18,566,331)
Long term debt (Note 9)	(1,260,699)	(1,745,764)
Demand loan (Note 6)	(2,766,800)	(1,766,800)
	\$ 41,782,149	\$ 38,444,250

16. ADMINISTRATION FEE

During the year, the Town received a management fee totaling \$100,000 (2024 - \$100,000) from the Cornwall Water and Sewer Utility Corporation for payment of the administration costs incurred by the Town on behalf of the Utility. The transaction was in the ordinary course of business and was reflected at fair market value.

17. BUDGET FIGURES

A reconciliation of the 2025 fiscal operating budget prepared by Council to the budget figures disclosed in the consolidated financial statements is as follows:

	2025
Town of Cornwall and Utility budgeted surplus (deficit)	\$ (656,839)
Add: Government transfers for capital	4,911,544
Add: Capital funded from operations	1,057,119
	\$ 5,311,824

The budget figures provided on Statements 5 and 6 and Schedules 3 - 6 have not been audited or reviewed by the external auditor.

TOWN OF CORNWALL
Notes to Consolidated Financial Statements
Year Ended March 31, 2025

18. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, retirement obligation, and long term debt.

The Town is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Town's risk exposure and concentration as of March 31, 2025.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Town is exposed to credit risk from customers. In order to reduce its credit risk, the Town reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Town has a significant number of customers which minimizes concentration of credit risk.

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Town is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, long-term debt, and accounts payable.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Town manages exposure through its normal operating and financing activities. The Town is exposed to interest rate risk primarily through its floating interest rate credit facilities.

19. SEGMENT DISCLOSURES

The Town is a diversified municipal unit that provides a wide range of services to its citizens. For management reporting purposes, the Town's operations and activities are organized and reported by segment. The major segments are as follows:

General Government

This segment is responsible for the overall financial and local government administration. Its tasks include, but are not limited to, daily accounting functions, preparation and coordination of annual consolidated audited financial statements, development of the annual budget, human resource functions for the entire Town, maintenance of bylaws and policies, oversight of public works, maintenance of Town facilities, and administration of Town services.

Parks and Recreation

This segment is responsible for promoting and offering recreation opportunities and activities for its residents. Its tasks include the operations and maintenance of the Town parks and recreational buildings.

Water and Sewer Utility

This segment is responsible for the maintenance and operations of water and sewer services provided to residents and other customers.

TOWN OF CORNWALL
Schedules to Consolidated Financial Statements
Tangible Capital Assets
Year Ended March 31, 2025

(Schedule 1)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
Town									
Land	\$ 582,238	\$ -	\$ -	\$ 582,238	\$ -	\$ -	\$ -	\$ -	\$ 582,238
Town buildings	1,952,658	5,452	-	1,958,110	1,243,104	39,053	-	1,282,157	675,953
Public works buildings	567,386	7,925	-	575,311	268,986	11,212	-	280,198	295,113
Recreation buildings	3,843,847	153,884	-	3,997,731	1,894,400	77,556	-	1,971,956	2,025,775
Sidewalks Trails, parks and gardens	2,464,181	-	-	2,464,181	1,823,186	54,317	-	1,877,503	586,678
Pool	5,700,685	553,867	-	6,254,552	433,211	195,042	-	628,253	5,626,299
Sportfields	126,141	-	-	126,141	123,433	83	-	123,516	2,625
Transit bus	4,966,950	1,455,702	-	6,422,652	3,874,118	197,454	-	4,071,572	2,351,080
Public works equipment	583,286	-	-	583,286	483,313	14,556	-	497,869	85,417
Recreation equipment	212,089	107,118	-	319,207	154,802	14,707	-	169,509	149,698
Town equipment	387,660	16,206	-	403,866	280,090	15,286	-	295,376	108,490
Public works vehicles and trailers	871,343	1,130	-	872,473	384,181	76,636	-	460,817	411,656
Recreations vehicles and trailers	64,643	13,750	-	78,393	64,643	982	-	65,625	12,768
Planning vehicles	254,121	48,699	-	302,820	197,257	14,576	-	211,833	90,987
	17,027	-	-	17,027	6,081	2,433	-	8,514	8,513
	\$ 22,594,255	\$ 2,363,733	\$ -	\$ 24,957,988	\$ 11,230,805	\$ 713,893	\$ -	\$ 11,944,698	\$ 13,013,290

(continues)



TOWN OF CORNWALL
Schedules to Consolidated Financial Statements
Tangible Capital Assets
Year Ended March 31, 2025

(Schedule 1)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
Water & Sewer									
Land	\$ 764,043	\$ -	\$ -	\$ 764,043	\$ -	\$ -	\$ -	\$ -	\$ 764,043
Sewer system	18,545,687	105,352	-	18,651,039	3,863,134	250,201	-	4,113,335	14,537,704
Water system	17,547,045	2,437,448	-	19,984,493	2,914,923	250,267	-	3,165,190	16,819,303
Buildings	4,011	-	-	4,011	1,324	80	-	1,404	2,607
Meters	50,301	8,332	-	58,633	8,702	2,049	-	10,751	47,882
SCADA	336,541	-	-	336,541	52,955	16,828	-	69,783	266,758
Equipment	206,689	826	-	207,515	102,728	11,864	-	114,592	92,923
Vehicles and trailers	175,021	246,876	(49,050)	372,847	145,395	24,625	(49,050)	120,970	251,877
Office equipment	299,552	9,368	-	308,920	246,366	49,295	-	295,661	13,259
Total	\$ 37,928,890	\$ 2,808,202	\$ (49,050)	\$ 40,688,042	\$ 7,335,527	\$ 605,209	\$ (49,050)	\$ 7,891,686	\$ 32,796,356
	\$ 60,523,145	\$ 5,171,934	\$ (49,050)	\$ 65,646,030	\$ 18,566,332	\$ 1,319,103	\$ (49,050)	\$ 19,836,383	\$ 45,809,647

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Schedules to Consolidated Financial Statements
Tangible Capital Assets
Year Ended March 31, 2024

(Schedule 2)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
Town									
Land	\$ 582,238	\$ -	\$ -	\$ 582,238	\$ -	\$ -	\$ -	\$ -	\$ 582,238
Town buildings	1,946,395	6,263	-	1,952,658	1,204,113	38,991	-	1,243,104	709,554
Public works buildings	513,278	54,108	-	567,386	258,395	10,591	-	268,986	298,400
Recreation buildings	3,642,079	201,768	-	3,843,847	1,820,401	73,999	-	1,894,400	1,949,447
Sidewalks Trails, parks, and gardens	2,464,181	-	-	2,464,181	1,768,869	54,317	-	1,823,186	640,995
Pool	3,179,649	2,521,036	-	5,700,685	289,568	143,643	-	433,211	5,267,474
Sportsfields	123,391	2,750	-	126,141	123,391	42	-	123,433	2,708
Transit bus	4,908,194	58,756	-	4,966,950	3,713,423	160,695	-	3,874,118	1,092,832
Public works equipment	549,347	33,939	-	583,286	463,158	20,155	-	483,313	99,973
Recreation equipment	188,899	23,190	-	212,089	146,611	8,191	-	154,802	57,287
Town equipment Public works	352,908	34,752	-	387,660	267,351	12,739	-	280,090	107,570
vehicles and trailers Recreation	801,505	69,838	-	871,343	310,601	73,580	-	384,181	487,162
vehicles and trailers Recreation	64,643	-	-	64,643	64,643	-	-	64,643	-
vehicles and trailers Planning vehicles	246,773	7,348	-	254,121	186,684	10,573	-	197,257	56,864
	17,027	-	-	17,027	3,649	2,432	-	6,081	10,946
	\$ 19,580,507	\$ 3,013,748	\$ -	\$ 22,594,255	\$ 10,620,857	\$ 609,948	\$ -	\$ 11,230,805	\$ 11,363,450

(continues)



TOWN OF CORNWALL
Schedules to Consolidated Financial Statements
Tangible Capital Assets
Year Ended March 31, 2024

(Schedule 2)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
Water & Sewer									
Land	\$ 764,043	\$ -	\$ -	\$ 764,043	\$ -	\$ -	\$ -	\$ -	\$ 764,043
Sewer system	18,201,587	344,100	-	18,545,687	3,616,111	247,023	-	3,863,134	14,682,553
Water system	16,709,732	837,313	-	17,547,045	2,686,499	228,424	-	2,914,923	14,632,122
Buildings	4,011	-	-	4,011	1,243	81	-	1,324	2,687
Meters	48,270	2,031	-	50,301	6,860	1,842	-	8,702	41,599
SCADA	336,541	-	-	336,541	36,128	16,827	-	52,955	283,586
Equipment	118,406	88,283	-	206,689	95,379	7,349	-	102,728	103,961
Vehicles and trailers	175,021	-	-	175,021	138,143	7,252	-	145,395	29,626
Office equipment	293,282	6,270	-	299,552	195,202	51,164	-	246,366	53,186
	\$ 36,650,893	\$ 1,277,997	\$ -	\$ 37,928,890	\$ 6,775,565	\$ 559,962	\$ -	\$ 7,335,527	\$ 30,593,363
Total	\$ 56,231,400	\$ 4,291,744	\$ -	\$ 60,523,145	\$ 17,396,421	\$ 1,169,908	\$ -	\$ 18,566,331	\$ 41,956,813

Notes 1 -19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Statement of Operations - Town
Year Ended March 31, 2025

(Schedule 3)

	Budget 2025	Actual 2025	Actual 2024
Revenues			
Municipal property tax	\$ 4,051,405	\$ 4,024,035	\$ 3,686,742
Government transfers for operations (Note 13)	770,063	1,017,358	861,406
Administration fee (Note 16)	100,000	100,000	100,000
Fines	55,000	62,354	47,784
Building permits and subdivision fees	55,000	60,648	43,436
Interest	60,000	52,431	37,533
Other	46,500	45,284	47,789
Facility rentals	18,526	21,631	20,162
Income from government business enterprise	21,558	22,027	27,300
	5,178,052	5,405,768	4,872,152
Expenditures			
Administration (Schedule 4)	746,219	671,031	653,101
Planning (Schedule 4)	386,040	364,477	366,859
Professional Services (Schedule 4)	113,482	138,034	297,963
Public Works (Schedule 4)	668,542	712,562	633,020
Town Facilities (Schedule 4)	138,474	143,947	153,037
Town Services (Schedule 4)	1,719,092	2,108,072	1,575,980
	3,771,849	4,138,123	3,679,960
Operating surplus	1,406,203	1,267,645	1,192,192
Other revenues			
Government transfers for capital (Note 13)	1,670,945	1,045,955	2,349,925
Gain on disposal of tangible capital assets	-	-	850
	1,670,945	1,045,955	2,350,775
Annual surplus	\$ 3,077,148	\$ 2,313,600	\$ 3,542,967

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Schedule of Expenditures - Town
Year Ended March 31, 2025

(Schedule 4)

	Budget 2025	Actual 2025	Actual 2024
Administration			
Advertising, printing and subscriptions	\$ 11,000	\$ 3,053	\$ 10,231
Amortization of intangible assets	25,680	25,680	25,680
Amortization of tangible capital assets	49,311	30,735	30,492
Bad debts (recovery)	-	-	(1,420)
Communities 13	11,149	10,670	10,668
Communities 13 capital projects	16,415	16,415	16,415
Council honoraria	66,265	65,892	55,075
Debit machine charges	7,000	12,454	7,074
Donations	32,500	21,026	20,439
FCM annual meeting	17,000	18,676	6,636
Insurance	70,000	70,052	64,266
Interest on long term debt	79,190	39,510	39,579
Meetings and events	8,500	8,217	7,954
Miscellaneous	10,000	11,031	53,414
Office supplies and postage	15,000	12,625	13,454
Salaries and benefits	282,209	284,935	250,540
Telephone	38,000	37,321	38,077
Training	5,000	1,355	2,745
Travel	2,000	1,384	1,782
	746,219	671,031	653,101
Planning			
Affordable housing	12,000	12,443	11,804
Amortization of tangible capital assets	2,432	2,432	2,432
Annual conference and membership	3,000	560	300
Emergency measures plan	12,000	2,750	17,297
Professional fees	7,000	3,501	10,271
Salaries and benefits	340,608	338,794	319,585
Tools and equipment	2,500	220	1,683
Training and development	3,000	1,812	195
Travel	500	248	-
Vehicle	3,000	1,717	3,292
	386,040	364,477	366,859
Professional Services			
Accounting fees and audit	15,000	13,041	13,307
Bylaw enforcement	6,240	6,000	6,240
Engagement	5,000	1,689	2,275
Engineering fees	4,000	4,617	572
Federation of Canadian Municipalities	2,242	2,186	2,179
Federation of PEI Municipalities	13,000	12,945	12,945
Fiona	-	20,057	180,712
Information technology	33,000	40,362	36,427
Legal fees	30,000	27,599	28,282
Miscellaneous	5,000	9,538	15,024
	113,482	138,034	297,963

(continues)

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Schedule of Expenditures - Town
Year Ended March 31, 2025

(Schedule 4)

	Budget 2025	Actual 2025	Actual 2024
Public Works			
Amortization of tangible capital assets	119,546	141,674	136,342
Grass cutting	26,378	27,026	20,804
Property taxes	2,022	1,739	2,022
Public works maintenance and repairs	25,000	24,278	20,965
Salaries and benefits	437,096	445,438	401,378
Sidewalk maintenance	15,000	15,147	8,181
Small tools and supplies	15,000	17,249	15,401
Tractor	6,500	11,203	7,208
Trucks and snowblower	22,000	28,808	20,719
	668,542	712,562	633,020
Town Facilities			
Amortization of tangible capital assets	38,991	39,053	38,991
Dry storage building	1,500	1,419	1,295
Maintenance building	28,883	30,698	35,103
Town Hall	69,100	72,777	77,648
	138,474	143,947	153,037
Town Services			
Animal control	12,809	13,034	12,564
Charging stations	2,514	3,022	2,410
Fire dues	482,793	486,448	452,602
Housing Accelerator Fund	-	375,013	-
Meals on Wheels	5,000	5,000	-
Policing services	903,000	923,068	808,465
Street lights	111,100	107,500	100,463
Transit	201,876	194,987	199,476
	1,719,092	2,108,072	1,575,980
	\$ 3,771,849	\$ 4,138,123	\$ 3,679,960

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Statement of Operations - Parks and Recreation
Year Ended March 31, 2025

(Schedule 5)

	Budget 2025	Actual 2025	Actual 2024
Revenues			
Programs	\$ 321,000	\$ 492,642	\$ 358,179
Government transfers for operations			
Wage subsidies	85,000	157,086	96,020
Recreation leadership	5,000	5,000	5,000
Program support	3,000	3,267	4,655
Sportfield rentals	52,283	67,931	71,702
Special events	15,000	29,608	22,014
Sponsorship	-	1,595	-
	481,283	757,129	557,570
Expenditures			
Amortization of tangible capital assets	435,591	499,999	401,690
APM Centre rental	2,500	4,823	2,879
Ballfield	4,100	4,122	3,798
Civic Centre	67,263	81,222	68,745
Events	47,250	49,206	39,381
Motor vehicles	27,300	15,326	17,337
Parks and park equipment maintenance	49,000	44,495	42,689
Pool	10,600	6,781	9,011
Programs	53,500	63,032	50,866
Salaries and benefits	997,481	983,917	901,515
Terry Fox Clubhouse	51,200	53,746	38,353
Terry Fox Sports Fields	14,200	14,882	13,398
Training and development	5,000	2,499	5,244
Travel	1,500	623	717
	1,766,485	1,824,673	1,595,623
Operating deficit	\$ (1,285,202)	\$ (1,067,544)	\$ (1,038,053)

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Statement of Operations - Water and Sewer Utility (Schedule 6)
Year Ended March 31, 2025

	Budget 2025	Actual 2025	Actual 2024
Revenues			
Sewer levies	\$ 931,761	\$ 971,009	\$ 885,076
Water levies	863,723	868,491	812,443
Government transfers for operations (Note 13)	430,259	261,888	131,294
Interest	36,453	31,518	59,035
Frontage rates	9,500	13,366	10,265
Inspection fees	1,000	690	390
Other	1,000	194	1,799
	<u>2,273,696</u>	<u>2,147,156</u>	<u>1,900,302</u>
Expenditures			
Administration fee	100,000	100,000	100,000
Amortization of intangible assets	4,200	37,375	19,031
Amortization of tangible capital assets	615,000	605,209	559,962
Bad debts	-	4,888	14,147
Council honoraria	33,000	32,454	27,127
Debit machine charges	7,000	7,311	8,152
Equipment	4,500	4,558	4,365
Insurance	60,000	62,874	58,035
Interest on long term debt	179,893	124,734	143,533
Maintenance - lagoon	15,000	22,455	20,947
Maintenance - sewer	45,000	48,277	32,751
Maintenance - water	50,000	53,448	50,065
Memberships	1,500	261	1,074
Motor vehicle	33,200	23,153	37,723
Office	18,500	15,751	15,584
Power - sewer	109,390	110,106	104,820
Power - water	89,770	79,455	83,805
Professional fees	36,000	20,816	16,499
Property tax	4,500	4,573	4,484
Salaries and benefits	558,463	541,019	505,424
Telephone	6,500	5,655	5,905
Training and development	17,500	19,271	15,398
Uniforms	2,500	2,710	2,713
Water conservation program	5,000	143	1,495
Water test and inspections	18,000	25,168	17,332
	<u>2,014,416</u>	<u>1,951,664</u>	<u>1,850,371</u>
Operating surplus	<u>259,280</u>	<u>195,492</u>	<u>49,931</u>
Other revenues			
Government transfers for capital (Note 13)	3,240,598	1,929,144	543,452
Gain on disposal of tangible capital assets	20,000	4,000	-
	<u>3,260,598</u>	<u>1,933,144</u>	<u>543,452</u>
Annual surplus	<u>\$ 3,519,878</u>	<u>\$ 2,128,636</u>	<u>\$ 593,383</u>

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Schedules to Consolidated Financial Statements (Schedule 7)
Segment Disclosures
Year Ended March 31, 2025

	General Government	Water and Sewer Utility	Parks and Recreation	Elimination	Consolidated 2025
Revenues					
Property taxes	\$ 4,024,035	\$ -	\$ -	\$ -	\$ 4,024,035
Government transfers for operations	1,017,358	261,888	165,353	-	1,444,599
Administration fee	100,000	-	-	(100,000)	-
Building permits and fees	60,648	-	-	-	60,648
Fines	62,354	-	-	-	62,354
Other	141,373	45,768	99,134	-	286,275
Water and sewer levies	-	1,839,500	-	(10,032)	1,829,468
Programs	-	-	492,642	-	492,642
	<u>5,405,768</u>	<u>2,147,156</u>	<u>757,129</u>	<u>(110,032)</u>	<u>8,200,021</u>
Expenditures					
Salaries and benefits	1,069,167	541,019	983,917	-	2,594,103
Goods and services	2,789,872	643,327	340,757	(110,032)	3,663,924
Amortization	239,574	642,584	499,999	-	1,382,157
Interest	39,510	124,734	-	-	164,244
	<u>4,138,123</u>	<u>1,951,664</u>	<u>1,824,673</u>	<u>(110,032)</u>	<u>7,804,428</u>
Operating surplus (deficit)	1,267,645	195,492	(1,067,544)	-	395,593
Government transfers for capital	1,045,955	1,929,144	-	-	2,975,099
Gain on disposal of tangible capital assets	-	4,000	-	-	4,000
Annual surplus (deficit)	\$ 2,313,600	\$ 2,124,636	\$ (1,067,544)	\$ -	\$ 3,374,692

Notes 1 - 19 are an integral part of these consolidated financial statements

TOWN OF CORNWALL
Schedules to Consolidated Financial Statements (Schedule 8)
Segment Disclosures
Year Ended March 31, 2024

	General Government	Water and Sewer Utility	Parks and Recreation	Elimination	Consolidated 2024
Revenues					
Property taxes	\$ 3,686,742	\$ -	\$ -	\$ -	\$ 3,686,742
Government transfers for operations	861,406	131,294	105,675	-	1,098,375
Administration fee	100,000	-	-	(100,000)	-
Building permits and fees	43,436	-	-	-	43,436
Fines	47,784	-	-	-	47,784
Other	132,784	71,489	93,716	-	297,989
Contributions from Water and sewer levies Programs	-	1,697,519	-	(8,753)	1,688,766
	-	-	358,179	-	358,179
	<u>4,872,152</u>	<u>1,900,302</u>	<u>557,570</u>	<u>(108,753)</u>	<u>7,221,271</u>
Expenditures					
Salaries and benefits	971,503	505,424	901,515	-	2,378,442
Goods and services	2,434,941	622,421	292,418	(108,753)	3,241,027
Amortization	233,937	578,993	401,690	-	1,214,620
Interest	39,579	143,533	-	-	183,112
	<u>3,679,960</u>	<u>1,850,371</u>	<u>1,595,623</u>	<u>(108,753)</u>	<u>7,017,201</u>
Operating surplus (deficit)	1,192,192	49,931	(1,038,053)	-	204,070
Government transfers for capital	2,349,925	543,452	-	-	2,893,377
Gain on disposal of tangible capital assets	850	-	-	-	850
Annual surplus (deficit)	<u>\$ 3,542,967</u>	<u>\$ 593,383</u>	<u>\$ (1,038,053)</u>	<u>\$ -</u>	<u>\$ 3,098,297</u>

Notes 1 -19 are an integral part of these consolidated financial statements

**TOWN OF CORNWALL
ENVIRONMENT AND SUSTAINABILITY COMMITTEE MEETING
Monday, September 15th, 2025, at 5:00 PM**

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

Also: Billy Ramsay – Infrastructure Supervisor
Paula Griffin – Manager of Planning and Development
Stephen O’Shea – Utility Operator

Two Community Members

Regrets: Mayor Minerva McCourt

CALL TO ORDER

The meeting was called to order at 5:09 p.m. by Deputy Chair Councillor Cory Stevenson.

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 Deputy Mayor Jill MacIsaac Seconded by Councillor Stevenson that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson seconded by Deputy Mayor MacIsaac that the Environment and Sustainability Committee minutes of June 16th, 2025, be approved as circulated.

Motion Carried

BUSINESS ARISING

Chair Herlihy requested an update regarding the grass mowing along the Hyde Pond trail. Billy reported that the Town had accidentally mowed the area again, but it has not been cut since. Additionally, CAWG has completed construction of the birdhouses and is now preparing to install posts for their placement.

RESIDENT ENGAGEMENT

NATURALIZED AREA – REVIEW

The Committee reviewed all designated naturalized areas within the Town and documented both completed actions and outstanding tasks for the current year:

- Ferry Road – Hyde Creek Buffer Zone
 - o Status: Area identified; no new updates reported.
- Lacardy Drive Drainage Area
 - o Completed: New trees and wildflower beds have been planted.
 - o Pending: A new sign is needed to indicate that this is a naturalized area.
- Post Office Drainage Area
 - o Completed: New trees have been planted.
- Hillside Meadows – Naturalized area around Hyde Pond
 - o Completed: Select trees were trimmed and additional native trees were planted.

Councillor Stevenson requested additional information about the Terry Fox Gallery and the surrounding naturalized areas. Chair Herlihy will investigate it and report back at the next meeting.

ENVIRONMENTAL IMPACTS PARKLAND DEDICATION IN NEW DEVELOPMENTS

Paula Griffin, Manager of Planning and Development was in attendance to give an update on some new things they are trying to do with new developments such as getting better land for the parks and naturalized areas in the new bigger developments. Moving forward there will be more input from the Parks and Recreation and Environment committee on these issues.

WATER CONSERVATION

WATER AUDIT PROGRAM- RECAP

This past summer, the Town successfully launched its water audit program, completing 12 initial audits. While no major leaks were identified, the audits provided homeowners with recommendations for addressing minor leaks and reducing overall water consumption.

The Committee has approved funding for Taleah to conduct an additional 40 audits during evenings and weekends, at a rate of \$50 per audit. In addition, the Town will apply for further funding in the spring to expand the program and establish a future rebate initiative aimed at helping residents lower water usage in their homes.

CAWG UPDATES

With students returning to school, CAWG is wrapping up its summer projects. One of the final accomplishments includes the installation of new wildlife information signs at Hyde Pond, enhancing public awareness and appreciation of the area's natural habitat.

NEW BUSINESS

Forestry Report

The Committee expressed interest in initiating a forestry report or conducting a tree inventory for the Town. The Town of Stratford recently completed a similar study. Billy will reach out to Stratford to gather more details about their process and explore potential funding opportunities.

Wildflowers Seeds

The Committee noted that future purchases of wildflower seeds should include the Town logo on the packaging.

Property Maintenance Bylaw

Chair Herlihy suggested adding the Property Maintenance Bylaw to the agenda for the October Environment Committee meeting for review.

IN CAMERA

NIL

CORRESPONDENCE

NIL

NEXT MEETING

The next meeting time is Monday, October 20th, 2025, at 5:00p.m. at the Town Hall.

MEETING ADJOURNED AT 6:25 p.m.

JUDY HERLIHY
CHAIR

BILLY RAMSAY
INFRASTRUCTURE SUPERVISOR

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: September 3, 2025 3:14 PM
To: Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; MacEwen, Richard; Jeremy Crosby
Cc: sgillis@charlottetown.ca; Melanie Stetson
Subject: August Ridership
Attachments: August Accidents.pdf; August Breakdowns.pdf; August Complaints.pdf; August Marketing.pdf; Charlottetown August Ridership.pdf; Cornwall August Ridership.pdf; Stratford August Ridership.pdf

Hello All,

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

Our ridership is down over last year. We have been close to 2024 year to date but fell off a little bit in August as there were only 21 Monday-Friday operating days compared to 22 last year. Also, we moved less day cares this year as we did not have as many split shifts to facilitate these movements. These movements help ridership, but we did not charge much for them.

We are happy with the operational launch of the new routes. We are looking forward to seeing the up take in ridership over the coming weeks when everyone gets back to school and work.

	August 2025	August 2024	% change	YTD 2025	YTD 2024	% Change
Charlottetown	125,220	126,960	-1.4%	991,104	978,771	1.3%
Cornwall	3,536	4,177	-15.3	24,430	24,765	-1.4%
Stratford	6,439	6,990	-7.9%	51,133	52,528	-2.7%

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

MMC

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



CORNWALL RIDERSHIP - AUGUST 2025

Date	Day	Values				Sum of Cornwall Ridership
		Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Offs	Sum of Cornwall Ridership	
08/01/2025	Fri	50	8	49	8	115
08/02/2025	Sat	22	7	28	4	61
08/03/2025	Sun					0
08/04/2025	Mon	49	11	51	19	130
08/05/2025	Tue	66	13	81	58	218
08/06/2025	Wed	61	23	70	13	167
08/07/2025	Thu	66	21	60	7	154
08/08/2025	Fri	60	13	53	6	132
08/09/2025	Sat	32	7	25	5	69
08/10/2025	Sun					0
08/11/2025	Mon	48	9	70	9	136
08/12/2025	Tue	61	11	71	15	158
08/13/2025	Wed	58	19	65	41	183
08/14/2025	Thu	61	8	60	4	133
08/15/2025	Fri	51	23	46	7	127
08/16/2025	Sat	26	10	26	4	66
08/17/2025	Sun					0
08/18/2025	Mon	49	13	53	10	125
08/19/2025	Tue	65	13	62	12	152
08/20/2025	Wed	47	9	47	9	112
08/21/2025	Thu	64	11	69	62	206
08/22/2025	Fri	65	14	57	8	144
08/23/2025	Sat	25	9	23	6	63
08/24/2025	Sun					0
08/25/2025	Mon	44	15	52	9	120
08/26/2025	Tue	52	13	67	10	142
08/27/2025	Wed	96	39	55	4	194
08/28/2025	Thu	67	13	65	55	200
08/29/2025	Fri	64	18	58	13	153
08/30/2025	Sat	31	10	26	9	76
08/31/2025	Sun					0
Grand Total		1,380	360	1,389	407	3536

Route # (All)
CORNWALL RIDERSHIP - AUGUST 2025

Day	Values	
	Non Paying	Sum of Cornwall Ridership
Sun		0
Mon		511
Tue		670
Wed		656
Thu		693
Fri		671
Sat		335
Grand Total		3536

		2025	2024
Total Ridership		3,536	4,177
Monday - Friday	Paying	3,201	3,831
	Non - Paying	-	-
	Working Days Average	21	22
Saturday	Paying	335	34
	Non - Paying	-	-
	Working Days Average	5	6

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

August 2025



Call Type	Number
Motor Vehicle Collisions	3
Smoke investigation - outdoors	2
Fire Alarm	1
Water Rescue	1
Camp Fire during ban	1
Extinguisher discharged in apartment building	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)	12 (65)
August	6 (45)	8 (52)	8 (52)	7 (74)	12 (60)	9 (74)
September	5 (50)	7 (59)	12 (64)	12 (86)	9 (69)	
October	6 (56)	6 (65)	14 (78)	7 (93)	4 (73)	
November	4 (60)	4 (69)	13 (91)	7 (100)	2 (75)	
Cornwall Totals	60	69	91	100	75	
NRFD Overall Totals	183	186	241	291	222	

Call Types

	2020	2021	2022	2023	2024	2025
Motor Vehicle Collisions	17	12	16	14	14	18
Misc. Fire type calls	7	17	28	16	11	14
Fire Alarms	15	22	19	31	23	22
Medical First Responder	11	10	19	29	22	13
Carbon Monoxide Alarms	4	1	3	2	1	1
Structure Fires	1	1	1	2	0	0
Vehicle Fires	2	2	1	1	2	1
Water Rescue	1	3	0	0	0	1
Off-Road Rescue	0	0	1	0	0	0
Ice Rescue	0	0	0	0	1	0

For Official Use Only

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Monthly Report

August 2025

Town of Cornwall

Gregg McCormick, Intelligence Analyst
L Division Criminal Analysis Section
September 2, 2025



Royal Canadian
Mounted Police Gendarmerie royale
du Canada

Canada

Police Activity

Occurrence Summary

- Persons crimes in August increased over July, ending the month with 14 occurrences, just over double the number recorded in July. Indecent/harassing communications was the most frequent with five, while assault (4) and sexual offences (3) followed up. Of these occurrences, three of four assaults resulted in charges laid/recommended, while two of the three sexual offences remains open/still under investigation.
 - Property crime rose slightly over July, ending August with 21. Mischief accounted for eight occurrences, followed by theft under \$5000 (6) and fraud (5). Of these three types, each has one occurrence still open/under investigation, and one of the mischief occurrences resulted in charges laid/recommended.
 - A single drug enforcement occurrence, possession of cocaine, was recorded in August. It was concluded with insufficient evidence to proceed.
 - Traffic enforcement dropped again in August, down five from July's 75 occurrences. Impaired driving accounted for three occurrences, two by alcohol (charges laid/recommended in one) and one by drug, which is open/still under investigation. A single failure/refusal was also recorded in August. Speeding violations accounted for 12 occurrences, followed by 37 other traffic violations/offences. There were no fatal collisions and one Checkstop was documented.
- Overall, August 2025 recorded 196 occurrences with 186 founded or still under investigation. This is higher than the previous month (178 occurrences with 171 founded/SUI) and higher than August 2024, when 186 occurrences were recorded, with 173 founded/SUI.



Community Policing

Policing Initiatives

- August 20th, 2025 – A member attended the Citizens on Patrol monthly meeting
- August 24th, 2025 – Two members attended the Just Live Fun Run

Selective Traffic Enforcement Program

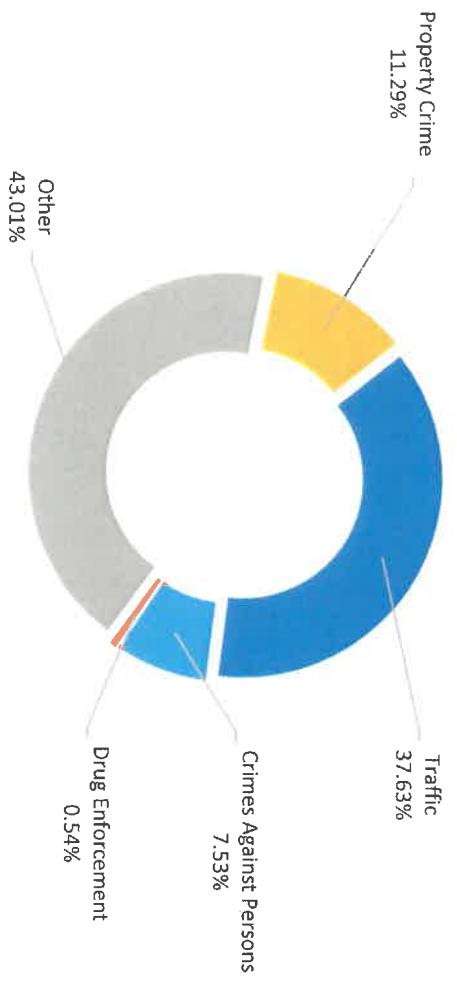
- Members conducted one STEP files in the Town of Cornwall:
 - One on Main Street (two traffic stops conducted for speeding, warnings issued)



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences

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



186 Founded/SUI of 196 Total Occurrences

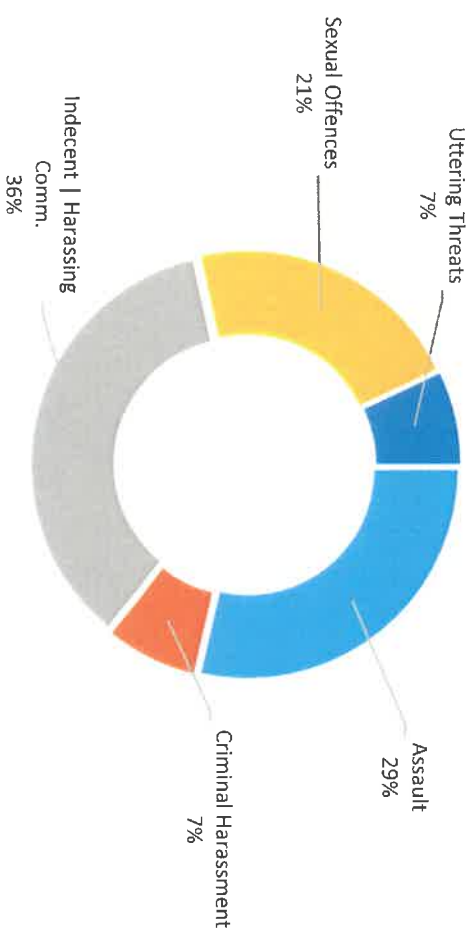


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Person Crimes

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



14 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

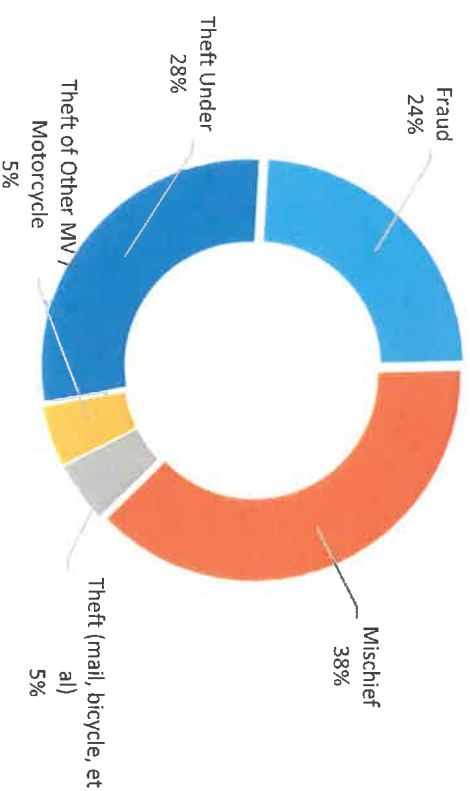


Occurrences - Property Crime

Occurrences by Category - Property Crime

Queens District RCMP (Cornwall)

August 2025



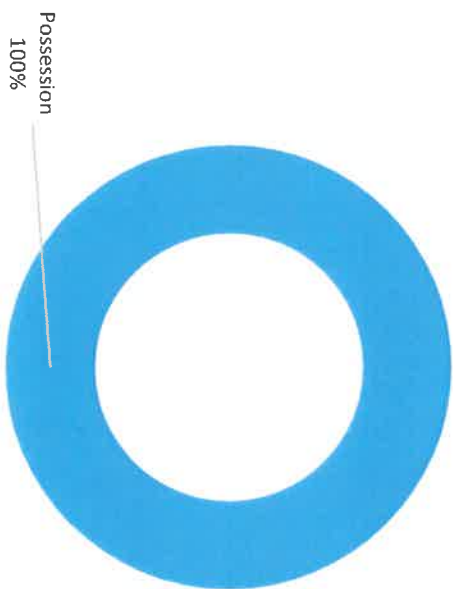
21 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Drug Enforcement

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



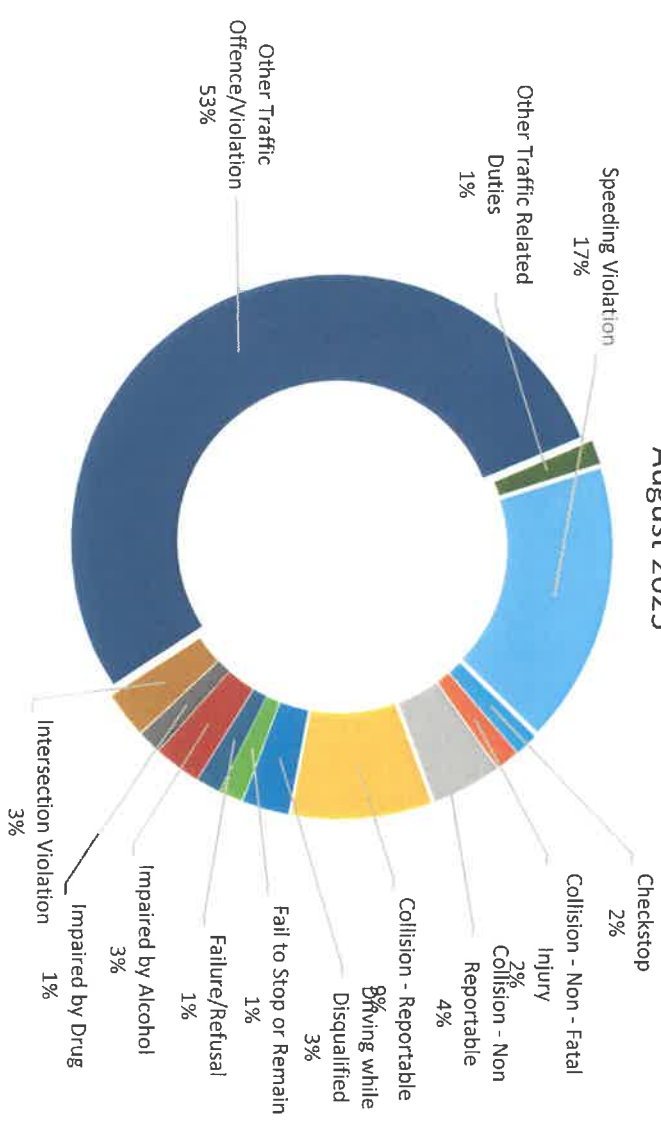
1 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Traffic Occurrences

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



70 Founded/SUI of 196 Total Occurrences

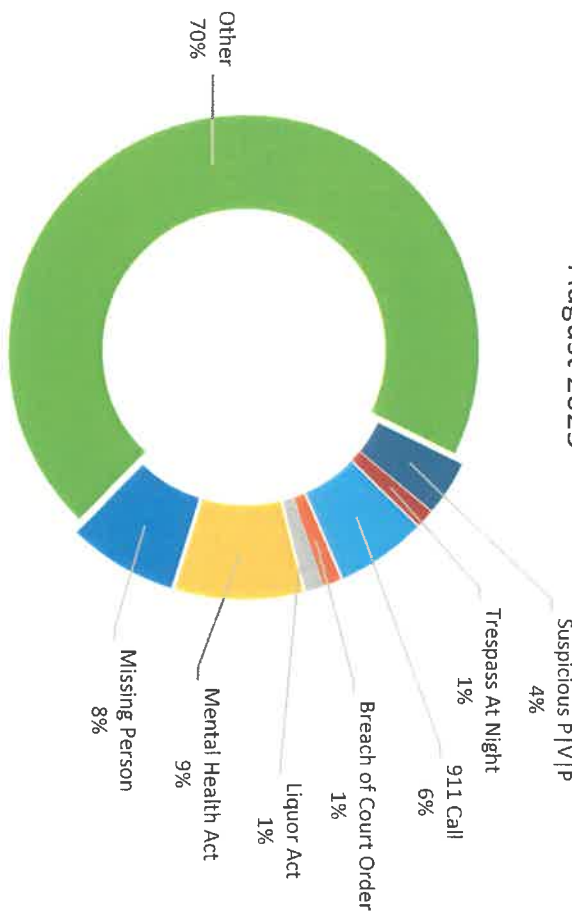


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Other Occurrences

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



80 Founded/SUI of 196 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets, Warnings & Defect Notices

Charge Section & Description	Count	Sum of Fines
Ticket	25	\$5,080.00
176(3)(b)(i) Speeding: 29 km /hr or less over limit	7	\$880.00
19(1)(a) Operating vehicle with invalid inspection sticker	5	\$750.00
14(1)(b) Driving passenger vehicle while registration expired	4	\$1,000.00
324(4) Failing to carry and produce valid insurance card to peace officer when requested	1	\$650.00
14(1)(a) Driving passenger vehicle not registered	1	\$250.00
138(6) Operating motor vehicle with improper glazing (tinting)	1	\$250.00
166 Failing to obey traffic control signal or device	1	\$250.00
176(1)(b) Driving without due care and attention or without reasonable consideration for other persons	1	\$250.00
271(1) Driving motor vehicle while license suspended or cancelled	1	\$250.00
60(b) Operating vehicle not displaying current registration sticker	1	\$250.00
21(3.1) Operating vehicle with all or part of number plate concealed or rendered illegible by a covering, device, sticker, inscription, sign or other thing	1	\$150.00
290 General offence provision to do anything contrary to the Act and regulations or failing to perform any act required by the Act or regulations	1	\$150.00



Summary Offence Tickets, Warnings & Defect Notices

Charge Section & Description	Count
Warning	5
176(3)(b)(i) Speeding: 29 km /hr or less over limit	2
167(5)(a) Failing to stop on red light or "stop" signal at intersection	1
176(2)(g) Speeding in municipality	1
324(4) Failing to carry and produce valid insurance card to peace officer when requested	1





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

UNCLASSIFIED

Current as of: 2025-09-02

Occurrence Type and Sub-Type	Target Month			Year to Month		
	Aug 2025	Aug 2024	Aug 2023	2025	2024	2023
Crimes Against Persons						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	3	2	1	11	12	12
Assault	4	3	2	22	32	28
Kidnapping/Hostage/Abduction	0	1	0	0	1	1
Robbery	0	0	0	0	0	1
Extortion / Intimidation	0	1	2	1	1	2
Criminal Harassment	1	0	0	3	6	5
Indecent Harassing Comm.	5	6	1	19	32	7
Uttering Threats	1	2	0	9	17	12
Property Crime						
Arson	0	0	0	0	1	1
Break and Enter	0	2	1	5	7	14
Unlawfully in a Dwelling House	0	1	0	1	1	0
Theft Over	0	0	1	1	2	1
Theft of Motor Vehicle	0	0	0	3	4	1
Theft of Other MV / Motorcycle	1	1	1	3	4	2
Take MV w/o Consent	0	0	0	1	0	1
Theft Under	6	2	8	18	31	33
Shoplifting	0	0	0	1	5	4
Theft (mail, bicycle, et al)	1	1	0	2	2	1
Theft from Motor Vehicle	0	0	1	9	7	10
Possession of Stolen Goods	0	0	0	1	1	2
Fraud	5	3	3	32	32	23
Identity Theft	0	0	0	1	0	1
Mischief	8	14	12	63	98	109
Drug Enforcement						
Possession	1	1	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	0	1	2	7	11	7
Traffic						
Dangerous Op of MV	0	0	0	1	1	5
Impaired by Alcohol	2	2	2	10	19	15
Impaired by Alcohol & Drug	0	0	0	0	3	1
Impaired by Drug	1	0	1	7	10	15
Failure/Refusal	1	0	0	1	3	3
Driving while Disqualified	2	2	1	8	11	11
Fail to Stop or Remain	1	0	0	5	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: 2025-09-02

Offence Type	2025	2024	2023	2025	2024	2023
Seatbelt Violation	0	0	1	5	6	4
Intersection Violation	2	0	0	9	6	4
Speeding Violation	12	25	3	182	345	117
Insurance Violation	0	0	0	0	0	0
Road Side Suspension (Alcohol)	0	1	0	3	4	3
Road Side Suspension (Drug)	0	0	0	0	0	0
Collision - Fatal	0	0	0	0	0	0
Collision - Non - Fatal Injury	1	2	0	5	7	3
Collision - Reportable	6	5	3	33	29	32
Collision - Non Reportable	3	2	1	31	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	37	34	32	320	409	462
Other Traffic Related Duties	1	4	2	73	137	2
Checkstop	1	0	0	17	26	7
Other						
911 Call	5	5	6	22	26	46
Breach of Court Order	1	1	0	7	23	9
Liquor Act	1	0	2	4	3	9
Mental Health Act	7	7	3	60	80	48
Missing Person	6	3	0	14	10	9
Municipal Bylaw - Other	0	0	0	0	2	3
¹ Other	56	39	30	332	396	289
Suspicious P V P	3	0	1	3	1	23
Trespass At Night	1	0	0	9	7	1
Total Founded & SUI Occurrences	186	173	124	1,378	1,921	1,446
Total Occurrences*	196	186	133	1,447	2,057	1,561

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

*Includes Unfounded and Unsubstantiated

Statistics represent 1st line of UCR Scoring.

Does not include Unfounded/Unsubstantiated Occs unless otherwise stated.

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

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PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - August, 2025.

- Patrolling and monitoring open files.
- Aug 1 – No new files. Watch #85 Meadow Bank Rd.
- Aug 8 – Complaint of a smell coming from the Sizzler. Stopped in and spoke with 4 employees. Grass is cut, no ashes and the smell was from mussel shells in the bin roadside from last week. No issues.
- Aug 15 – Office closed.
- Aug 22– NOV issued to 77 Primrose Dr. For uncut grass and NOV issued to 154 Primrose Dr. For a pool up with no permit and no fence.
- Aug 29 – No new files.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

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

Category	Last Month YTD	August	YTD
By-Law Cases - New	10	2	12
By-Law Cases - Closed	9	2	11
Humane - New	5	3	8
Humane - Closed	5	3	8
Dog Act - New	5	1	6
Dog Act Closed	5	0	5
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	4	2	6
Stray Cats Returned to Owner	2	0	2
Community Patrols	60	14	74
Licenses Issued	1	1	2
For The Record - New	2	0	2
For The Record - Closed	2	0	2
Health & Wellness - New	0	0	0
Health & Wellness - Closed (bites that break skin)	0	0	0
Total	110	28	138

Charges for Boarding of Unclaimed Stray Dogs

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

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday August 13, 2025, at 4:30 PM**

Attendance: Chair Cory Stevenson, Councillor Steven Campbell, Mayor Minerva McCourt, Councillor Judy Herlihy

Staff: Parks and Recreation Manager Kim Meunier, Parks and Recreation Clerk Jenn Hanus, CAO Kevin Coady

Regrets:

Council:

1) Call to Order

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

2) Land Acknowledgement

Chair Stevenson welcomed everyone and began the meeting by acknowledging that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

3) Approval of Agenda

The agenda was reviewed; Chair Cory Stevenson added the following items to the agenda:

8 (v) – Just Live Fun Run Update

8 (vi) – Bench Placement Inquiry

8 (vii) – Sponsorship package review

Chair Stevenson moved to accept the agenda, Councillor Campbell seconded.

CARRIED

4) Disclosure of Conflict of Interest

NIL

5) Approval of Minutes

The minutes for June 11, 2025, were reviewed and a few minor updates were made. Councillor Campbell moved to approve the minutes, and Councillor Herlihy seconded the motion.

CARRIED

6) BUSINESS ARISING FROM THE MINUTES

i. Bike Rodeo

i. Chair Stevenson enquired about when or if the Bike Rodeo will be held. Manager Kim Meunier noted that Cycling PEI had been busy organising a large event that had taken place the weekend before and will look at their schedule to see if it would be possible to hold the Bike Rodeo in the fall.

Chair Initials

7) NEW BUSINESS

a) Events

i. Canada Day

1. Chair Stevenson thanked staff and volunteers on a successful event.
2. The location of Town hall was noted to be a good place for the celebration.
3. It was noted that moving the hot dog service to the pool from Town Hall was a great idea.
4. The fireworks were well received, though some attendees said it was slow to start. The cost of the fireworks display was similar to 2024, however, the show was made up of shells that had a lower decibel rating and so more were added. It was noted that the City of Charlottetown cancelled their fireworks at the last minute.
5. Councillor Herlihy wondered if there was much debris left behind and there was none noted by residents or staff.
6. The crowd gathered for the entertainment with Dave Connolly was similar to 2024 with approximately 100 in attendance.
7. The pancake breakfast went well. It was noted that the service slowed about halfway through. The space available in the kitchen at the Civic Centre does not allow much room for more than two – three people to be in the kitchen while the grill is in there and this may cause the slow down.
8. Manager Kim Meunier let the Committee know that the Lion's Club has indicated that this would be their last pancake breakfast.
9. The size of the Civic Centre limits how many people we can serve, and it was suggested that the event be moved to the APM Centre.
10. The Canada Day events were attended by residents and visitors alike. Some visitors indicated they were staying at the campground or in Cornwall and curious to see how we celebrate Canada Day.
11. Councillor Campbell suggested having just one flavour of ice cream at future events to avoid line ups and confusion. Councillor Campbell also suggested we have one cake decorated with the Town Logo and Happy Canada Day on it to have the ceremonial cutting of the cake and have three other cakes that are pre-cut ready for serving.
12. It was suggested that an event bin be created with plates, cups, napkins etc. that might be needed for an event to avoid running out of these items.

ii. Park Parties

1. The weather for both park parties was nice, and they were well attended.
2. Feedback from attendees was that there was a bit of a lag between the party itself and the start of the movie. Chair Stevenson noted that we could start the party a little later and the movie a little earlier.
3. PEI Inflatables donated an inflatable for the Town Hall Park Party.

iii. Cornfest – Upcoming

1. The dates for Cornfest 2025 are September 24-28.
2. Red Rock Wrestling has been booked for the Saturday night entertainment and it will be held at the APM Centre again. It was suggested that we could have two ticketed events for the weekend (Patrick Ledwell Friday and Wrestling Saturday). This was discussed but decided against as there are other events planned for that Friday night. Mayor McCourt suggested we book Patrick Ledwell for Christmas.

3. Little Harvest Town will supply the inflatables again at a discounted rate, as they have the corn themed inflatables that are perfect for the event.
4. Councillor Herlihy asked if there was discussion about condensing Cornfest like we did for Snowfest. It was noted that the event is still being planned, and the schedule will be finalized in early September.
5. Stratford is holding their fall fair the same weekend.
6. The Cornball Tournament will be held on a different weekend than Cornfest.
7. Chair Stevenson brought a suggestion from a councillor who was not present to have axe throwing at Cornfest. After a short discussion, it was decided that there would not be axe throwing at Cornfest. Councillor Campbell noted that he was renting an inflatable axe throwing and will report back to the committee if we would like to rent it for Cornfest.

b) **Camps**

- i. Summer Camps
 1. Camps have been full all summer.
- ii. After School Camp
 1. The program at the Civic Centre is full and we have one space available at the Sport and Adventure program at the Terry Fox Complex.
- iii. After School Fees
 1. Increasing the camp fees was noted at budget time but not finalised.
 2. We would like to increase the fees to be more in line with the other centres in our area.
 3. Parents were notified as they registered that the fees may increase before the start of school.
 4. Kim Meunier presented fees from other centres in the area, and we are well below the others.
 5. It was noted that the facility fees had increased in the spring but not the camp or program fees.
 6. Councillor Campbell noted that the Hang Out has the lowest fee, and he would be in favour of increasing if it were not for that. Kevin Coady noted that the Hang Out operates out of Westwood School, and they do pay for the use of the room.
 7. Councillor Herlihy was in favour of increasing fees but suggested that we should wait until January. The discussion concluded with increasing the fees with the budget in April and implement the changes with the start of the Summer camps.

c) **Programs**

- i. Summer Programs
 1. Come play has had a good turn out. Mayor McCourt asked if the 'Come Play' program offered more than just sports. Kim Meunier noted that this program is funded through goPEI! and they play a different sport each week. Mayor McCourt wondered if there were other programs more like technology or arts that we could offer to draw teens out.
 2. Pickleball has been a big success for the adult population.
 3. The Co Ed Softball league has 11 teams.
 4. Senior Bus Trips have been very successful. They have visited Western, and Central PEI and is heading East on August 22. There is discussion about extending trips to the Fall. Seniors pay the admission fees for places visited. The eastern tour was a little more as lunch was included in the cost and they had to pre-order.

- ii. Fall Programs
 1. The program schedule is started and will be finalised in the next week or two.
 2. It was noted that the passenger bus was a big benefit to the programs. There are 4 staff members who are qualified to drive. The bus will have decals added after the Summer camps.
 - iii. For the Summer, we offered a smaller class of Chair Yoga at the Town Hall. The larger class will resume in the Fall.
- d) **Facilities**
- i. Recap Events
 1. CAMBA Minor Ball tournament was hosed in July and used all six fields in the town. There were over 30 teams playing Friday through Sunday evening. The feedback was positive with compliments to the staff.
 2. Canadian Oldtimers Basball Championships – the Town of Cornwall hosted the 50+ category. The tournament had 34 teams through all divisions.
 3. Both above tournaments fell under the Sport Tourism Grant.
 4. There was also a minor ball tournament the same weekend as the Oldtimers Championship.
 - ii. Upcoming Events
 1. We will be hosting the U18 Provincials August 22-24 and the U11 Atlantics at East Wiltshire in September.
 - iii. Usage Report
 1. The number of hours in June and July are not normally busy on the Turf Field.
 2. It was noted that the Timberwolves will be starting earlier this fall than in the past.
 3. The Committee discussed an event that was held on Saturday August 9, 2025 at the grass soccer fields at the Terry Fox Complex. The Ramblers Soccer Club has the field booked every Saturday morning and did not indicate that there would be an event on this day. Mayor McCourt, Councillor Herlihy and Kim Meunier were getting calls about the traffic and parking issues on Main Street. The Soccer club held a jamboree and they were asking about barricades but did not indicate why they were needed. There was no room to move around the parking lot and Staff were not aware of any event being held that day. Mayor McCourt was concerned that had there been an emergency, ambulances would not have been able to get through. It was estimated there was 1000 people in attendance. There was a lot of garbage left at the field as well as all the soccer nets. It was noted that the garbage was being cleaned up on August 13, 2025. Chair Stevenson requested that a letter be sent to the Ramblers to address the issues of the morning including not notifying the Town of the event, proper parking plan, garbage control and pick up. Kim will draft a letter to be sent on behalf of the committee and copy the committee on the email. It was noted that there should be a review of the standard agreement that groups sign for usage and an amendment with a policy in place to be able to fine groups for not notifying the Town of events or cleaning up after the event.
 4. Councillor Campbell noted that pool drop ins were on par with last year, however, there was a drop in the number of day cares/camps outside of Cornwall. He wondered if there was a way to attract the day cares and if there was a special rate for day cares. Kim Meunier noted that the day cares that came

in the past were only charge \$1/person and that the opening of the new Simmons Pool may have had an effect on the day cares coming to Cornwall to swim.

5. Private rentals are up from previous years. There has not been any advertising for this type of booking, however, more people have been booking. Autism Society has the pool booked for an hour each Saturday morning.

8) OTHER

- i. Terms of Agreement with Public Schools Board and Terry Fox Sport Complex
 1. The contract between the Town of Cornwall and Public Schools Board (PSB) for the use of the land that currently houses the turf fields and tennis/beach volleyball courts.
 2. The Town of Cornwall received a letter from the PSB to open discussions about the renewal of the contract.
 3. The discussion centred around section 4.2 and clarifying the 'first come first serve' usage clause. This is for all schools across Prince Edward Island and is free of charge. The suggestion was made we limit this usage to the Bluefield Family of Schools that have the first come first serve rights to the field.
 4. It was noted that there have been issues dealing with some of the PSB staff with regards to the treatment of Town staff and the expectations of the PSB representative of the staff.
 5. Throughout the school year, Eliot River will use the fields during school hours. The fields are reserved for the use of PSB between 2:30-5:30pm. This time slot is normally used by junior high and high school. There have been some situations where the school has allowed for outside groups to start at 5pm in the spring or fall.
 6. All field hockey games are played at the Turf Field.
 7. Currently, the PSB has not yet booked their Fall events, and the fields have already been booked by other groups. It was discussed as to what this would mean when the PSB would like to make those bookings.
 8. The operational cost for the turf fields is currently the responsibility of the Town of Cornwall.
 9. Kim Meunier noted that the Town of Cornwall has a great working relationship with Eliot River School in terms of large events taking place at the Turf field during the school year.
 10. This renewal is good for 10 years.
- ii. Primrose Park Concerns – Email
 1. Concerns were sent in by a resident living next to the park. He has requested that the Town plant trees in Primrose Park along his property line for privacy. The Committee agreed to plant some trees in that area and look at placing trees more trees in other areas of the park.
 2. Timer/motion sensor lights – there are currently no lights at the park. Kim Meunier noted that the parks are all closed between dusk and dawn. The only lights discussed for Primrose Park were the possibility of lights for a rink if it is maintained in the winter.
 3. Park pathway from Primrose Drive between 106 Primrose Drive and 110 Primrose Drive is overgrown by bushes that are located on 110 Primrose Drive. There was discussion about how to go about getting these trimmed by the homeowner or the Town. It was noted that cutting them back might damage them.

A large tree that is currently blocking the access was also noted. Kim Meunier pointed out that there is a neighbour's fence on Falcon Drive that is on the property line, and the owner also has bushes planted outside the fence on the park property.

4. It was decided that Kim Meunier would reach out to the homeowner to have the shrubs trimmed or have the bushes trimmed professionally. Kim suggested trimming the lower branches on the tree in the pathway to make it easier to get by. Kim will reach out to the homeowner with the shrubs outside their fence to have them removed.
5. Kevin Coady noted that the park access on Karen Drive to MacKinley Park is overgrown. Kim Meunier reported that staff had been out to check on it and cut back some trees and contacted Maritime Electric to be added to a list to have the trees growing into the Power lines trimmed.

iii. Lowther Park Survey Results

1. It was noted that there were 71 responses to the survey with mostly positive responses.
2. 78% notes the park was important to them.
3. It was noted that the top things that respondents wanted to see were play equipment, asphalt pad, splash pad/walking trail, fitness equipment, dog park, benches and picnic tables.
4. Finishing the trail at the park was noted as well and was pointed out as something that we could complete quickly.
5. An asphalt pad adds many opportunities in the park for more activities.
6. Councillor Campbell suggested building picnic shelters (4 sites with picnic tables). These could be simple posts with a roof on it.
7. There was discussion about replacing the existing play equipment with a new small structure, adding a small asphalt pad, and finishing the trail.
8. Kim Meunier will send the committee members some sample playground structures. To be ordered for 2026. In the fall the work to do would be to finish the trail in the park before winter. Kim Meunier will look into the cost of a small asphalt pad, a new trail, and some small picnic shelters.
9. It was noted that there will need to be an updated

iv. Request to Rent a field for a party

1. This was an email that Kim Meunier received about providing some space to host an all ages Halloween party on Town property. The party was to include food trucks and require a power hook up for the food truck. After some discussions with Kim, the resident making the request suggested that they would not have the food trucks. The party then would require a regular power hook up.
2. The turf field would not be an option for the party.
3. The only option that we are able to offer might be the upper grass field at the Terry Fox Sport Complex as there is power available there as well as parking in the lot on site. With further discussion, it was noted that the Terry Fox Complex is not available for the date requested.
4. As there is a lack of detail, the committee was not in favour of the use of our property without more information. Kim will reach out for more information including if it is part of an organization, is it a fund raiser, how many is he expecting as all are welcome.

v. Just Live Fun Run

1. The event is August 24, 2025, from 8:30am – 11am.
 2. The organiser is new to the event for 2025 and has been great. They have set up Chairs for each item to be taken care of (volunteers, port-a-potties, etc.).
 3. This is the third year for the event.
 4. The event takes place on the Cornwall Road. Kim Meunier will meet with WSP regarding the construction currently happening along the Cornwall Rd and how it will affect the event.
 5. There are currently 1000 registered for the event.
 1. 280 – 5K walk
 2. 510 – 5K run
 3. 163 – 10K run
 4. 165 – 1K walk
 6. The run has confirmed the RCMP, and 2 Highways Crews to help with safety the morning of.
 7. There are 90 Volunteers, and our own staff will also be on site.
 8. They have met with the church.
 9. The drop off area has changed to the Esso.
 10. The parking areas are the Terry Fox Complex and Westwood School. Participants will be shuttled to the site from these locations.
 11. Provincials are being hosted that weekend and will not host games until after 1pm to accommodate the event.
 12. North River Fire Department will be on hand as well as medical staff.
 13. There will be fencing around the site.
 14. They will have people that will go door to door along the route to ensure residents are aware of the event.
- vi. Benches
1. Some seniors have reached out to have benches installed at the Civic Centre in the front of the building.
 2. Kim Meunier noted that we do have one memorial bench that can be placed in that location. It will still be available to be made a memorial bench.
 3. The bench can be installed as soon as possible.
- vii. Sponsorship Package Review
1. Chair Stevenson noted that the council would like the Committee to review the package and amounts for the package.
 2. The draft policy and brochure will be sent out to the committee members to review for the September meeting.
 3. The first year for sponsorship would cost the sponsor more to cover the cost of the sign and would be cheaper for following years.

9) **IN CAMERA**

N/A

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, September 10th, 2025, at 4:30 pm.

11) ADJOURNMENT

Meeting adjourned at 6:05pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

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

Events

Event Recap

○ **Just Live Fun Run**

- This event was held in the Town on August 24, 2025. There were 1300 in person runners registered and a little over 500 virtual runners. This was a big event in the Town and went well with great feedback from participants.
- The Town provided support to this initiative again this year which included
 - set up and tear down of all event fencing,
 - set up and tear down cold plunge pools (5),
 - set up and tear down of snow fence for cold plunge area,
 - set up and distribute generators,
 - set up and tear down barricades at road intersections on Cornwall Rd,
 - distribute and collect all tables (35),
 - drop off and pick up all garbage,
 - pick up and drop off equipment, supplies, etc. (medals, water, etc.)
 - pick up and drop off golf cars.
 - pick up staging
- This year we had staff working on tasks on both Saturday and Sunday.
- We will be asking the organizing committee next year if a few volunteers are assigned to assist the maintenance team with their responsibilities.

○ **Park Party**

- The event was held on August 8, 2025, at the Cornwall Civic Centre.
- The movie was Lilo and Stitch Live live-action, 2025.
- Staff were prepared with 200 hot dogs and buns, but they only used approximately 140.
- The pool was open and saw steady attendance, with around 100 people, during the park party.
- For the movie, there were 50 attendees, although some left before the end. Approximately 15 people were left when the movie ended.
- Mosquitoes were a huge issue that evening, perhaps next year, we could arrange for some bug deterrents to keep them away.

Upcoming Events

○ **Cornfest**

- The DRAFT schedule has been prepared.
- Staff are working on sponsorships.
- Cornfest flyer should be available for distribution by September 16, 2025.

Camps

○ Summer Camps

- Summer camps finished on August 29, 2025.
- Fun in the Sun Camp & Sports & Adventure Camp activities this month included.
 - Lights Camera Action! - The groups participated in all things drama by some groups putting on talent shows, puppet plays and creating story books. We also attended the movies in two separate groups. The Civic Centre group watched The Smurfs while the Sports Camp saw Bad Guys 2. Movie Theatre was a great addition to the fieldtrips this year. They were very accommodating, and the children loved it.
 - Canada Games-This week was a little challenging due to the extreme heat. The children did not get to participate in as many as the outdoor activities planned. The groups were able to do a final day of Canada Games at the Terry Fox where the children and staff participated in many challenges and completed a closing ceremony. This was extra special as we had a staff member who was leaving to participate as a member of Team PEI, so we were able to give her a good send off.
 - Outta this World-Space related theme. Children were creative and created their own planets, aliens and spaceships. The Sports Camp got an opportunity to attend the U15 Baseball Nationals in Summerside. This went over well as the kids had a “Tailgate Party” with a BBQ and treats before the game.
 - Summer Memories-Last of course was our Summer Memories as we revisit all the fun activities the children did throughout the summer. All camps attended the grand finale of fieldtrips at Shining Waters; this fieldtrip was a hit as usual. The last day was a Friday fun Day with a big water fight and the last official day of pranks between staff and children.
- Specialty camps this month included
 - On the Move, Nature & Outdoor Camp and Multi Sport Camp.
 - These camps averaged around 15 children per week.
 - On the Move Camp included daily field trips to various locations across the Island.
- During the extreme heat wave, one of the groups created a lemonade stand and used the proceeds to purchase lunch/snack items from the Independent Grocer to donate to the food bank.

○ Afterschool Camps

- The Town will be offering an after-school program at the Cornwall Civic Centre and at the Terry Fox Sports Complex.
- Programming starts on September 2, 2025, and both programs filled within days of opening.

- The program at the Civic Centre focuses on a variety of activities including homework help, arts and crafts, games, sports, nature, cooking, and hands-on learning projects.
- The program at the Terry Fox Sports Complex focuses on a wide variety of sports such as soccer, baseball, basketball, pickleball, skating, etc., while also exploring fun outdoor adventures like hiking, team challenges, scavenger hunts, sledding and snowshoeing.

Programs

○ Summer Program Recap

- Most summer programs were wrapped up by August 27th, 2025
- Adult Coed Softball League had 11 teams this year (approx. 160 players) playing on three fields every Wednesday, playoffs are currently underway.
- Adult Outdoor Pickleball had 31 registrants, and most days had 26 attending the session.
- Chair Yoga had 14 registers for the summer session but went well in the smaller room.
- Come Play was a new program geared towards those aged 11 – 14years. There were 20 registered but averaged around 10 - 12 weekly. Participants tried a variety of sports and activities. Good feedback from participants.
- Eastern Seniors Bus Trip was the busiest of the trips. We had a full 24 that went to Orwell Corner, Clamdiggers and the Georgetown Theatre tour. This has been a great addition to the seniors' programming, we have received great feedback from the participants.
- Youth Soccer Programs went well; we had 16 in total registered. This is a grass roots program that is meant for development and fun.
- Senior Pickleball is always a hit, 30 registered and average of 24 in attendance each week.
- Swimming lessons were down a bit from previous years, those that attended said great things about our instructors.
- Yoga in the Park had 40 registered with 18 - 25 each week, the participants visited a variety of parks in the Town.

○ Fall Programs Update

- The Town launched their fall program guide on September 1, 2025. Most of the programs will begin the week of September 8, 2025.
- Pickleball still seems to be one of the most favourite. All indoor classes are full; we have a few spaces remaining in our Adult Beginner Pickleball program.
- Seniors Chair Yoga and Ball fitness registrations are also going well.
- This year we will be offering Hip Hop Dance classes for youth and teens, kids baking and cooking classes, teen girl empowerment program, preschool sports and art programs, our adult programs include Learn to Run, Co ed Volleyball, and Line Dancing.
-

Facilities

Terry Fox Sports Complex

- Holland College resumed their bookings on August 22, 2025.
- CAMBA hosted the 18U AA Provincial Baseball Championship from August 22 – 24th, 2025 at the Terry Fox Sports Complex with 4 teams participating in the event.
- CAMBA will be hosting the 11U AA Atlantic Baseball Championships from September 11th – 14th at the Terry Fox Sports Complex and East Wiltshire fields. There will be teams from New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland participating.
- For the month of August, the usage is as follows.

2025	2024 Usage
▪ Soccer Turf – 88 hrs	Soccer Turf – 127.5 hrs
▪ Football Turf – 65.5 hrs	Football Turf – 0 hrs
▪ Baseball Field – 158hrs	Baseball Field – 105.5hrs
▪ Softball Field – 128.5 hrs	Softball Field – 84.5hrs
▪ Volleyball Courts – 132hrs	Volleyball Courts – 115hrs
▪ Tennis Courts – 86hrs	Tennis Courts – 12hrs
▪ East Wiltshire Fields – 187 hrs	East Wiltshire Fields – 187 hrs
▪ York Point Fields – 182.5	York Point Fields – 120.5

Poolside Park Pool

- The Town closed the pool on August 31, 2025, for the season.
- Daily pool drop ins were on par, this year was \$ 5,286.00 in 2024 was \$5,300.00.
- Pool Bookings/Parties - one of the busiest summers in recent years with pool bookings, we've had 23 private rentals compared to 15 in 2024.

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 09-2025 ~ Capital Contribution Bylaw 2nd Reading

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Corey Frizzell**

RESOLVED:

Whereas: The Capital Contribution Bylaw clarifies when and under what conditions that the Town and/or Water and Sewer Utility may contribute to capital costs of the installation of water and sewer infrastructure projects;

And Whereas: The Capital Contribution Bylaw applies to the installation of oversized and premature infrastructure development that the Town deems to be in the best interest of the Town;

And Whereas: The Capital Contribution Bylaw (Development Charge) is a requirement for the Housing Accelerator Fund (HAF) and completes the commitments the Town has made under this funding program;

And Whereas: Council has considered the process for the use of the Capital Contribution Bylaw and deemed it to be in the best interest of the Town;

Therefore, be it Resolved: That the Capital Contribution Bylaw, Bylaw # 2025-01, is hereby read and approved for the second time.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 10-2025 ~ Capital Contribution Bylaw Formal Adoption

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Corey Frizzell**

RESOLVED:

Whereas: Council has considered the Capital Contribution Bylaw which, applies to the installation of oversized and premature infrastructure development that the Town deems to be in the best interest of the Town and, is a requirement for the Housing Accelerator Fund (HAF) and completes the commitments the Town has made under this funding program;

And Whereas: The Capital Contribution Bylaw, Bylaw # 2025-01, was read and approved for the first time at the Town of Cornwall regular council meeting held on August 27, 2025;

And Whereas: The Capital Contribution Bylaw, Bylaw # 2025-01, was read and approved for the second time at the Town of Cornwall regular council meeting held on September 24, 2025;

Therefore, be it Resolved: That the Capital Contribution Bylaw, Bylaw # 2025-01, is hereby formally adopted as a Bylaw of the Town of Cornwall.



Town of Cornwall, PEI
Utility Capital Contribution Bylaw
Bylaw # 2025 – 01

WHEREAS the Council of the Town of Cornwall desires to provide clarity upon which occasions, and under which conditions, the Town may contribute to a developer’s costs for Capital Water and Sewer Infrastructure (collectively, “Utility Services”) in The Town;

AND WHEREAS the Council of the Town of Cornwall, by Council resolution dated October 23, 2024, approved the adoption of a Utility Master Plan prepared by the engineering firm exp., dated May 23, 2024 (the “Master Plan”);

AND WHEREAS the Master Plan provides a detailed condition assessment of the Town’s utility systems and provides detailed recommendations to guide future growth and capital projects required to maintain the utility systems, including cost estimates;

AND WHEREAS the Council has considered the specified facilities and services in relation to the anticipated need for infrastructure growth in Utility Services;

AND WHEREAS the Council has considered the estimated timing of the introduction or expansion of the specified facilities and services.

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

1. Title

1.1 This Bylaw shall be known as, and may be cited as, the “Utility Capital Contribution Bylaw.”

2. Authority

2.1 *Municipal Government Act*, R.S.P.E.I. 1988, Cap. P-12.

3. Definitions

3.1 “Act” means the *Municipal Government Act*, R.S.P.E.I. 1988, Cap. P-12.

- 3.2 “Applicant” means a person or corporation that applies to the Town for a Development Permit or a Subdivision approval seeking a capital contribution for the installation of municipal Utility Services.
- 3.3 “Application” means an application submitted to the Town for a Development Permit or a Subdivision.
- 3.4 “Bylaw” means this this Utility Capital Contributions Bylaw.
- 3.5 “Capital Contribution” means the value of the cost of municipal Utility Services that the Town of Cornwall Water and Sewer Utility, or the Town, agrees to pay to, or on behalf of, a developer for oversized or premature municipal utility infrastructure.
- 3.6 “Council” means the mayor and other members of the Council of the Town of Cornwall.
- 3.7 “Capital Contribution Agreement” means an agreement between the Town and the Applicant which sets out the details of the Capital Contribution the Town will contribute and, where the Applicant is not the Property Owner, the Property Owner shall be included as a party to the Capital Contribution Agreement.
- 3.8 “Master Plan” means the utility master plan prepared by the engineering firm exp. and adopted by the Town of Cornwall resolution dated October 23, 2024.
- 3.9 “Town” means the Town of Cornwall, or the Cornwall Water and Sewer Utility as the context requires.
- 3.10 “Zoning Bylaw” means the Town of Cornwall Zoning & Development Bylaw # 422, as amended from time to time.
- 3.11 All capitalized words or terms used and not otherwise defined herein shall have the respective meanings ascribed to such words or terms in the Zoning Bylaw.

4. Application

- 4.1 This Bylaw applies to all land in the Town, with the following exceptions:
- a) where a Development Permit has been issued for the land prior to the effective date of this Bylaw and has not expired;
 - (b) where a Subdivision approval has been granted for the land prior to the effective date of this Bylaw and the Subdivision agreement between the Developer and the Town did not include the requirement to pay a Development Charge; and

(c) where a Development Permit application or a Subdivision application has been submitted for the land, and the Town has determined that the application is complete, prior to the effective date of this Bylaw.

5. Capital Contribution Report

- 5.1 The Town upon receiving an application for new development that requests assistance with the installation of Utility Services, may, pursuant to the Water and Sewer Utility Bylaw, and after considering the Master Plan, and the Town of Cornwall Municipal Servicing Standards, contribute funds to the installation of municipal Utility Services infrastructure if:
- (a) the proposal contains Town mandated oversizing of the Utility Services infrastructure; or
 - (b) there is premature installation of Utility Services infrastructure, that the Town in its sole judgement considers beneficial to the Town; and
 - (c) the proposal meets the current and long-term development goals of the Town.
- 5.2 If the Town is of the opinion that a Capital Contribution may be warranted, pursuant to 5.1 above, the Town shall commission an appropriate professional report, this report shall:
- (a) establish the specified facilities and services required in relation to the anticipated development;
 - (b) establish the need for incurring the eligible costs of the specified facilities and services in the Town;
 - (c) provide the estimated timing of the introduction or expansion of the specified facilities and services;
 - (d) be based upon empirical evidence including any necessary assumptions that are reasonable, correct and credible;
 - (e) be prepared and analyzed by a suitable and competent professional in compliance with generally accepted engineering principles; and
 - (f) recommend the amount, if any, that the Town may contribute to the costs of the proposed installation of municipal Utility Services.

6. Capital Contribution

- 6.1 If the Capital Contribution Report, in 5.2 above recommends that the Town provides a contribution to the installation of the municipal Utility Services under consideration in the report, the Town may contribute that amount, or any other amount that the Town considers appropriate in the circumstances; such circumstances may include but are not limited to:
- (a) availability of municipal or infrastructure program related funds; and
 - (b) conformance with the Master Plan.

6.2 Any Town contribution commitment made under this Bylaw shall be disbursed upon completion, satisfactory to the Town, of the project.

7. Capital Contribution Agreements

- 7.1 Council shall require that a Capital Contribution Agreement be signed between the Town and the Applicant outlining the details of the Capital Contribution.
- 7.2 The Capital Contribution Agreement shall include the following:
- (a) Names of the parties;
 - (b) Details of the Application;
 - (c) Details of the approval of the Application;
 - (d) Amount of the Capital Contribution;
 - (e) Method and timing of payment, including whether payment will be made in instalments;
 - (f) Details of the Utility Services to be installed in exchange for the Capital Contribution; and
 - (g) Details of the security, if applicable.
- 7.3 The Capital Contribution Agreement shall bear the signatures of the proper signatories for the parties.
- 7.4 The provisions of the Capital Contribution Agreement may be incorporated into the terms and conditions of a Subdivision Agreement and/or Development Agreement, where appropriate, as determined by the Town.
- 7.5 The Capital Contribution Agreement shall be registered at the Queens County Registry Office at the Applicant's expense either on its own or as part of a Development/Subdivision Agreement.

8. Effective Date

- 8.1 This Bylaw shall be effective on the date of formal adoption below.

First Reading:

This Bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the 27th day of August 2025.

Second Reading:

This Bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the ____ day of ____ 2025.

Formal Adoption by Council:

This Bylaw was formally adopted by a majority of Council members present at the Council meeting held on the ____ day of ____ 2025.

Signatures

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Utility Capital Contribution Bylaw, Bylaw 2025-01, 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



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025
COMMITTEE: UTILITY (U)
MOTION NUMBER: U 11-2025 ~ a Bylaw to Amend the Water and Sewer Utility Bylaw #601 2nd Reading

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Steven Campbell**

RESOLVED:

Whereas: The Town of Cornwall Water & Sewer Utility Bylaw #601 requires a consequential amendment to enable the use of the proposed Capital Contribution Bylaw;

And Whereas: Council desires to make housekeeping amendments to the mandated number of Board meetings annually and to reflect the new mandated fiscal year in the same Bylaw;

And Whereas: A Bylaw can only be amended by another Bylaw;

Therefore, be it Resolved: That the Town of Cornwall Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601 is hereby read and approved a second time.



TOWN OF CORNWALL

RESOLUTION

DATE: September 24, 2025

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 12-2025 ~ a Bylaw to Amend the Water and Sewer Utility Bylaw #601 Formal Adoption

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Corey Frizzell**

RESOLVED:

Whereas: Council has considered that Town of Cornwall Water & Sewer Utility Bylaw #601 requires a consequential amendment to enable the use of the proposed Capital Contribution Bylaw;

And Whereas: Council desires to make housekeeping amendments to the mandated number of Board meetings annually and to reflect the new mandated fiscal year in the same Bylaw;

And Whereas: Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601, was read and approved for the first time at the Town of Cornwall regular council meeting held on August 27, 2025;

And Whereas: Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601, was read and approved for the second time at the Town of Cornwall regular council meeting held on September 24, 2025;

Therefore, be it Resolved: That Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601, is hereby formally adopted as a Bylaw of the Town of Cornwall.

**A Bylaw to Amend the Water and Sewer Utility Bylaw #601
Bylaw # 2025-02**

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

1. Purpose

- 1.1 To amend the Town of Cornwall Water and Sewer Utility Bylaw

2. Authority

- 2.1 This bylaw is enacted under the authority of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

3. Amendment

- 3.1 Subsection 4.1 of the Town of Cornwall Water and Sewer Utility Bylaw:

“Meetings of the Board will be held at least monthly and called by the Chair at such time and place within the Town as the Chair may determine.”

is amended by the removal of the word “*monthly*” and by the insertion of the words

“six times per year” in its place;

and upon adoption is as follows:

“Meetings of the Board will be held at least six times per year and called by the Chair at such time and place within the Town as the Chair may determine.”

- 3.2 Section 12 of the Town of Cornwall Water and Sewer Utility Bylaw is amended by the addition of subsection 12.4 as follows:

“If the Utility, pursuant to section 6.1 of the Town of Cornwall Water and Sewer Utilities General Rules and Regulations, orders that the Town of Cornwall Water and Sewer Utility shall contribute to the installation costs of any infrastructure pursuant to section 6.1 or any other costs necessary and incidental to those costs, then that contribution shall be determined and made pursuant to the Town of Cornwall Utility Capital Contributions Bylaw.”

- 3.3 Subsection 14.1 of the Town of Cornwall Water and Sewer Utility Bylaw:

“the Corporation's fiscal year shall start January 1st and end December 31.”

is amended by the removal of the words “*January 1st* and end *December 31st*” and by the insertion of the words “*April 1st* and end *March 31st*.” in their place;

and upon adoption is as follows:

“The Corporation's fiscal year shall start April 1st and end March 31st.”



4. Effective Date

- 4.1 This Bylaw to Amend the Water and Sewer Utility Bylaw #601, Bylaw #2025-02 is effective on the date of approval and adoption below.

First Reading:

This bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the 27th day of August 2025.

Second Reading:

This bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the ____ day of ____ 2025.

Formal Adoption by Council:

This bylaw was formally adopted by a majority of Council members present at the Council meeting held on the ____ day of ____ 2025.

Signatures

Mayor

Chief Administrative Officer

Certified to be a true copy of the Town of Cornwall Bylaw #2025-02, a Bylaw to Amend the Water and Sewer Utility Bylaw #601.

Chief Administrative Officer

Date

Certificate of Appreciation

presented to

Town of Cornwall

For supporting the **Prince Edward Island Police Association's 35th Annual Crime Prevention Guide.**

The above named organization has shown outstanding community support by helping
increase public attention regarding **Family Violence Awareness.**

Thank you for helping our Police Association support the communities that we serve.

Grant MacLeod

Cpl. Grant MacLeod
President

