

**Town of Cornwall
Regular Council Meeting
October 22, 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) September 24, 2025
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration – Bonnie MacLean – Seymour Drive Concerns**
- 8) **Planning and Development – Deputy Mayor Maclsaac**
 - a) **Minutes/Reports**
 - b) **Resolutions**
 - i) C.H.A.N.C.E.S. - Request for Project Assistance
 - ii) Affordable Housing Project – 103 Kingston Road – Density Bonus Request
- 9) **Committee of Council – Deputy Mayor Maclsaac**
 - a) **Minutes/Reports**
 - i) Minutes September 17, 2025
 - ii) Second Quarter Financial reports
 - b) **Resolutions**
- 10) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports** Minutes
 - b) **Resolutions**
- 11) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
 - i) E-Watch Cameras and Locations
- 12) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes September 10, 2025
 - ii) Manager's Report – October 2025
 - b) **Resolutions**
 - i) Lowther park Playground Equipment
 - ii) Westwood School Project – In Kind Support
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports** – Minutes (Draft) September 24
 - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Barnes**
 - a) **Minutes/Reports**
 - b) **Resolutions**
- 15) **Correspondence**
- 16) **Other Business**
- 17) **In Camera**
- 18) **Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, September 24, 2025
4:30 PM**

Present: Mayor Minerva McCourt – presiding
Deputy Mayor Jill MacIsaac
Councillor Elaine Barnes (via Zoom)
Councillor Steven Campbell
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

Regrets: Councillor Corey Frizzell

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Councillor Stevenson moved, seconded by Deputy Mayor MacIsaac, that the agenda be approved as circulated with CAO Coady noting that there would no longer be the need for an “in camera” session and that a couple of the resolutions will need to be adjusted due to Councillor Frizzell’s absence.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Barnes will recuse herself for section 9-b-1 due to it being about her leave of absence. Councillor Herlihy will recuse herself for section 9-b-2 due to it being about her and the FPEIM Board seat.

APPROVAL OF THE MINUTES

a) **August 27, 2025, Regular Council Meeting:** Deputy Mayor MacIsaac moved, seconded by

Councillor Barnes, that the minutes of August 27, 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** – September 3, 2025 (draft) – included in the package.

b) **Resolutions:**

PL-20-2025 Emerald Heights – H.A.F. Contribution

Moved by Councillor **Steven Cambell**

Seconded by Councillor **Jill MacIsaac**

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.

Motion Carried 5-0

COMMITTEE OF COUNCIL

- a) **Minutes/Reports:**
 - i) **Minutes** – August 20, 2025 - included in the package.
- b) **Resolutions:**

Councillor Barnes left the meeting at 4:35pm

COC-29-2025 Leave of Absence – Councillor Barnes

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*.

Motion Carried 4-0

Councillor Barnes returned to the meeting at 4:37pm
Councillor Herlihy left the meeting at 4:37pm

COC-30-2025 Cornwall FPEIM Board Seat

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.

Motion Carried 4-0

Councillor Herlihy returned to the meeting at 4:39pm

Mayor McCourt congratulated Councillor Herlihy on her appointment to the FPEIM Board.

COC-31-2025 HR Atlantic

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.

Motion Carried 5-0

COC-32-2025 Hindu Society (Diwali Festival) - Donation

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.

Motion Carried 5-0

COC-33-2025 Gifts from the Heart - Donation

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.

Motion Carried 5-0

Audited Financial Statements – 2024/2025 – Mayor McCourt thanked Michelle Burge for presenting the audit showing that the Town is in good overall financial shape. She thanked

Corporate Services Manager MacKinnon, CAO Coady and all staff for their work.

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – The Committee recently met after a summer hiatus; Minutes will be available for the next meeting. Councillor Herlihy reported that the Committee is very happy to be able to continue with the home Water Audits.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. CAO Coady noted that Councillor Frizzell sends his regrets and provided the following updates:
 - The expanded T-3 Transit runs are showing extra ridership. There will be updated numbers for the Committee of Council meeting.
 - Some Council members and staff attended a tour of the E-Watch facility. Councillor Campbell noted that it was enlightening to see the success of the E-Watch system. It was amazing to see the system at work.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Minutes – August 13, 2025** – included in the package.
- ii) **Manager’s Report – August 2025** – included in the package. Councillor Stevenson provided the following updates:
 - Staff are busy getting ready for Cornfest. There are lots of great events planned including: Senior’s Lunch, Adult Trivia with Greg Lucas, Farmer’s Market/Community Yard Sale, Amazing Race, Red Rock Wrestling, Family Fun Day with Corn Shucking and lots of other family fun events.
 - The fields have been very busy with bookings and tournaments. There has been a lot of positive feedback on the new lights.
 - There will be some more information on the parade float and sponsorship packages for the next meeting.
 - The Committee is reviewing options for the Lowther Park upgrade.

b) **Resolutions:** Nil.

PUBLIC WORKS

a) **Minutes/Reports:**

- i) **Minutes** – The Committee will be meeting this evening.
 - Councillor Stevenson requested a follow-up on the speed hump request on Bonavista Drive. Councillor Campbell will check with the manager.

b) **Resolutions:** Nil

WATER/SEWER UTILITY

a) **Minutes/Reports:**

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

b) **Resolutions:**

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

U-09-2025 Capital Contribution Bylaw – 2nd Reading

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

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 # 2025-02, is hereby read and approved for the second time.

Motion Carried 5-0

U-10-2025 Capital Contribution Bylaw – Formal Adoption

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

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 # 2025-02, 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 # 2025-02, 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 # 2025-02, is hereby formally adopted as a Bylaw of the Town of Cornwall.

Motion Carried 5-0

U-11-2025 Utility Bylaw - Amendments – 2nd 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 #2025-03, a Bylaw to Amend the Water and Sewer Utility Bylaw #601 is hereby read and approved a second time.

Motion Carried 5-0

U-12-2025 Utility Bylaw - Amendments – Formal Adoption

Moved by Councillor Elaine Barnes
Seconded by Councillor Steven Campbell

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 #2025-03, 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 #2025-03, 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 #2025-03, a Bylaw to Amend the Water and Sewer Utility Bylaw #601, is hereby formally adopted as a Bylaw of the Town of Cornwall.

Motion Carried 5-0

CORRESPONDENCE

- PEI Police Association Certificate of Appreciation

OTHER BUSINESS

- Councillor Stevenson congratulated Adam McQuaid of the Boston Bruins on being named director of player development. Adam has grown with the team and has had some great accomplishments.
- Councillor Stevenson passed along condolences to Councillor Frizzell on the passing of his grandfather Wendell MacDonald. Wendell was very well known and will be a great loss to his family.
- Councillor Stevenson congratulated the organizing committee of the Cenotaph Service. It was a very well-organized, important event. The group is very appreciative of the Town's continued support.
- Mayor McCourt passed along condolences to Councillor Frizzell and family on the loss of his grandfather. Mayor McCourt also gave condolences to the family of Blois MacPhail.
- Mayor McCourt thanked staff for putting together the reception for the Cenotaph Service.
- Mayor McCourt wished all students and staff well on their first couple of weeks at school.

IN CAMERA

Nil

ADJOURNMENT

Meeting was adjourned at 5:07pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT



TOWN OF CORNWALL

RESOLUTION

DATE: October 22, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-21-2025
Caring, Helping, And Nurturing, Children Every Step Inc. (C.H.A.N.C.E.S.) Request for Support

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**
Seconded by Councillor _____ **Corey Frizzell**

Whereas: The Town received a request for financial support for the development of C.H.A.N.C.E.S. Inc. new childcare building on Ferry Road;

And Whereas: The development will provide 58 new childcare spaces in the Town of Cornwall, and the Town of Cornwall needs such spaces to accommodate the continued growth experienced in the Town;

Therefore, Be it Resolved: That Town of Cornwall Council grant approval to waive the standard development fees for C.H.A.N.C.E.S. Inc. new childcare building on Ferry Road.



TOWN OF CORNWALL

RESOLUTION

DATE: October 22, 2025
COMMITTEE: Planning Committee
MOTION NUMBER: PL-22-2025
**Application to the Affordable Housing Incentive – (Lot 25-2)
PID 1186386, Kingston Road**

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

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 this request was granted in part;

And Whereas: An additional request has been received for the development, under the same Town Program for a density bonus, this request has been considered by the Committee of Council;

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 and the development meets the eligibility criteria for an accessibility bonus under the Town Program due to the project having a minimum 10% of overall units as accessible units;

Therefore, Be it Resolved: That Town of Cornwall Council grants a 10.9% density bonus to Kingston Holdings Inc. for the proposed Lot 25-2A PID 1186386 on Kingston Road as shown on the attached drawing, conditional on entering into a Subdivision Agreement.

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
September 17, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

**Present: Mayor Minerva McCourt
Councillor Elaine Barnes via Zoom
Councillor Steven Campbell
Councillor Judy Herlihy
Councillor Cory Stevenson**

Regrets: Councillor Corey Frizzell

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

CALL TO ORDER

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

There was one member of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

ADOPTION OF PREVIOUS MINUTES

August 20, 2025 - It was moved by Councillor Herlihy and seconded by Councillor Campbell that the minutes of August 20, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Michelle Burge – MRSB – Audit – Michelle Burge thanked Council and the Town for the continued opportunity for MRSB to work as the Town’s accountants. Michelle reviewed the Consolidated Financial Statements for 2024-2025 and highlighted key points for Council.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

- a) **H.A.F. Summary** – Deputy Mayor MacIsaac thanked staff for the great breakdown of the H.A.F. funding to date. There was discussion on getting clarification on who receives the funding and if residents could apply or just contractors.
- b) **Animal Control Bylaw – Resident Request** – The Town received a letter from a resident requesting that cats be removed from the Animal Control Bylaw as “at large animals”. Staff will do some research but at this time, Council is not looking at changing the Bylaw.
- c) **Councillor Barnes** – Councillor Barnes advised Council that she has resigned from her position with the Province and has taken on another position with NS Health. During her probation period, she will maintain her residence in Cornwall and is requesting a leave of absence from her seat on Council. She noted that she loves Cornwall and her fellow Councillors, and this was a very difficult decision, and she does not want the taxpayers to pay the cost of a by-election. Mayor and Council congratulated Councillor Barnes on the new position and thanked her for the great contributions over the past 11 years.

It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution that the Council of the Town of Cornwall grant 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*.

- d) **Cornwall FPEIM Seat** – CAO Coady asked anyone that was interested in the FPEIM Board seat vacated by Councillor Barnes to put their name forward; Councillor Herlihy put her name forward. Councillor Frizzell, while not in attendance, had sent an email earlier in the day expressing his interest in the seat.

Councillor Herlihy left the meeting at 6:10pm

After discussion by the Committee, it was moved by Councillor Campbell and seconded by Deputy Mayor MacIsaac to bring forth a resolution that the Council of the Town of Cornwall appoint Councillor Judy Herlihy to be the Town of Cornwall representative on the FPEIM Board of Directors for the remainder of this Council term.

Councillor Herlihy returned to the meeting at 6:14pm

PLANNING

- a) Reports/Minutes – September 3, 2025 (draft) – included in the package. Manager Griffin noted that the upcoming request for decision will count as fourteen missing middle doors towards the H.A.F. requirements. The contractors are open to doing permits right away for all of the development.
- b) Information Items – Nil
- c) Request for Decision –

Emerald Heights Subdivision – Request for H.A.F. Funds –

It was moved by Councillor Campbell and seconded by Deputy Mayor MacIsaac to bring forth a resolution 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 the 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.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee met on September 15, 2025 – Councillor Herlihy provided the following updates:
 - The Town will continue with the Water Audits on a part time basis using funds from the remaining budget allocation.
 - The Committee is reviewing the naturalization areas in the Town.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet. In Councillor Frizzell’s absence, the following updates were provided:
 - The new transit runs, enabling more convenient travel within Cornwall, have begun. There has been an uptake of 27-30 riders per day that have been using the new times. It is not currently clear whether these riders are using the extra service for travelling within Cornwall or as another option to get into Charlottetown. This will become clearer as more time passes.
 - Councillor Campbell noted that there was recently a tour of the E-Watch back office.

Councillors and staff were very impressed by how much the system can do and how quickly. It is very impressive to see how policing has progressed. There was discussion on getting the cameras for the Town ordered and locations for the cameras to give the best vantage points. Council would like to order both cameras and license plate readers if the budgeted amount works.

- (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.

b) Information Items – Nil

c) Requests for Decision – Nil

It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move into extra time at 6:55pm. **Motion Carried**

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – August 12, 2025 – included in the package.
- (ii) Manager's Report – September 2025 – included in the package. Councillor Stevenson provided the following updates:
 - In response to Council's previous questions:
 - Staff are looking into the possibility of ordering benches with covers to allow for shade as per Councillor Barnes request.
 - The current pool liner is in good condition. We currently do not cover the pool for a variety of reasons including; the small amount of time that the pool is open, and it doesn't lose much heat, we would need two covers due to the size. Staff will track heat loss in the next season.
 - Canada Day donations as requested by Councillor Frizzell: Cornwall Auto and Tire \$250, Rise and Climb \$250, Central Auto \$1000, Griffin Auto \$250, Mary's Bakery \$250, Arsenault Bros \$1000, Sam's Restaurant \$1000, Cornwall Quick Stop \$250, Decker's Dairy Bar \$1000, A & B Electric \$2500, Kenmac Energy \$250, Keep Moving Physio \$250, JR's Pizza \$500, Good's Your Independent Grocer \$250.
 - Cornwall Cornfest is taking place September 24 to 28. Flyers are now available. Lots of great events planned.
 - The Committee is looking ahead at Christmas events and the possibility of getting Patrick Ledwell for a show.
 - Staff are working to get the overgrown park areas in Primrose looked after.
 - There are four major events scheduled for the Terry Fox Sports Complex over the next month.
 - The Committee is reviewing options for the Lowther Park upgrades. Staff have been working to fix issues on the trail following up on concerns sent to Councillor Herlihy.
 - The Committee is in discussions about a parade float and should have something for next month's meeting.

- The Committee is reviewing the sponsorship options.
- There was request from the U18 Timberwolves team to use the Town minibus, but insurance liabilities would not allow this.
- Mayor McCourt and Councillor Campbell were honorary captains for the first ever female varsity tackle football game on PEI.
- The Town received a request from paragliders to use the Terry Fox Sports Complex; staff will look into insurance to see if it's permissible.
- There was discussion on sign boards at the Terry Fox Sports Complex and associations selling sponsorship. Councillor Barnes would like to see a policy for signs that are posted giving the Town final approval before signs are posted.

b) Information Items – Nil

c) Requests for Decision - Nil

PUBLIC WORKS

a) Reports/Minutes – The Committee did not meet.

b) Information Items – Town Sign - The Town sign at the causeway needs to be moved to allow for development. Manager Longmoore is waiting for word from the Province on approval for potential locations. There was discussion on salvaging the existing sign versus going ne using the new template.

c) Requests for Decision – Nil

WATER/SEWER UTILITY

a) Reports/Minutes – The Committee did not meet.

b) Information Item – Nil.

c) Requests for Decisions –

CCBF – MSC Project Application -

It was moved by Councillor Barnes and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall apply to the Municipal Strategic Component of the Canada Community Building Fund for Utility Wastewater Strategy in the amount of \$110,000.00 which represents fifty percent of the estimated total eligible costs of the project.

CORRESPONDENCE

Support Request – Hindu Society of PEI –

It was moved by Councillor Herlihy and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall donate two hundred and fifty dollars to the Hindu Society of PEI to assist with their annual Diwali celebration.

Donation Request – Gifts from the Heart –

It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council 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.

OTHER

- Councillor Barnes expressed concerns that when groups are having carwashes at the North River Fire Hall youth are standing on the side of the road and on the roundabout causing safety issues for the youth and drivers. It was advised that the concerns would be passed along to RCMP Staff Sgt Nick Doyle.

IN CAMERA

MGA s.119(1)(b)(d) It was moved by Councillor Campbell and seconded by Councillor Barnes that the meeting would move “in camera” at 7:18pm. **Motion Carried**

Motion Carried

The meeting resumed regular session at 8:11pm.

ADJOURNMENT

The meeting was adjourned at 8:12pm.

Jill MacIsaac Deputy Mayor, Chair

TOWN OF CORNWALL
Comparitive Income Statement - Budget to Actuals
As of September 30, 2025

	Budget 2025-2026 Full Year	Actuals to September 2025	Budget 6/12 or Applicable Portion
REVENUE			
CIVIC CENTRE REVENUE			
Curling Club Rent	16,437.90	0.00	0.00
Other Income(Civic Centre Rental)	4,500.00	2,460.00	2,250.00
TOTAL: CIVIC CENTRE REVENUE	20,937.90	2,460.00	2,250.00
PARKS and RECREATION			
Recreation Programs - Winter	60,000.00	0.00	0.00
Recreation Programs - Fall	130,000.00	53,034.00	43,333.33
Recreation Programs - Summer	155,000.00	203,174.32	155,000.00
Recreation Programs - Spring	60,000.00	98,042.17	60,000.00
Events Revenue	25,000.00	24,676.00	25,000.00
Subtotal Programs	430,000.00	378,926.49	283,333.33
Sponsorship	1,500.00	0.00	750.00
Swimming Lessons	7,000.00	4,200.00	7,000.00
Pool Programs	10,000.00	11,292.25	10,000.00
Sub-total: Pool	17,000.00	15,492.25	17,000.00
Ball Field Rentals	8,500.00	37.50	607.14
Turf Field Rental	55,000.00	32,873.36	27,500.00
High Ropes Lease Rental	4,000.00	0.00	0.00
Court Rentals	5,000.00	7,752.50	5,000.00
Sub-total: Sport Field Rentals	72,500.00	40,663.36	33,107.14
Grants - Recreation	3,000.00	0.00	0.00
Grants - Wage Subsidies	60,000.00	32,110.35	30,000.00
Grants- Wage Subsidies Maintenance	30,000.00	20,035.22	15,000.00
Grants - Recreation Leadership	5,000.00	5,000.00	5,000.00
Sub-total: Grants	98,000.00	57,145.57	50,000.00
Miscellaneous revenue	2,000.00	15,579.19	2,000.00
TOTAL PARKS and RECREATION	621,000.00	507,806.86	386,190.48
OTHER REVENUE			
Municipal property taxes	3,381,551.00	1,699,722.65	1,690,775.50
Prov Property Tax Credit	861,074.29	505,349.35	430,537.15
Payment in Lieu of Taxes (PILT)	0.00	0.00	0.00
Farm Tax Rebate	-4,700.00	-5,341.60	-4,700.00
Equalization Grant	456,196.00	245,410.86	228,098.00
MCEG Grant	426,681.00	84,647.17	213,340.50
Sewer & Water Utility	100,000.00	50,000.00	50,000.00
Investment Income	60,000.00	29,922.59	30,000.00
Investment Income from CADC	22,000.00	0.00	0.00
Building Permits & Subdivision fees	60,000.00	46,665.87	30,000.00
Fines	55,000.00	34,967.65	27,500.00

Charging Stations	1,500.00	1,367.56	1,500.00
Grant Wage Subsidy	12,000.00	7,488.00	6,000.00
Digital Sign Lease	7,200.00	1,800.00	2,160.00
Miscellaneous Revenue (Bank)	0.00	0.00	0.00
Miscellaneous Revenue (Town Hall)	1,500.00	640.00	750.00
Transit	40,000.00	410.00	0.00
Gain on Sale of Assets	0.00	3,000.00	0.00
Government transfer for operations	0.00	14,570.21	0.00
Government transfers for capital	0.00	45,000.00	0.00
Gas Tax Revenue	0.00	253,660.00	0.00
TOTAL OTHER REVENUE	5,480,002.29	3,019,280.31	2,705,961.15
TOTAL REVENUE	\$ 6,121,940.19	\$ 3,529,547.17	\$ 3,094,401.62
EXPENSE			
SALARIES & BENEFITS			
Salaries - Administration	263,320.71	133,350.99	131,660.36
EI Expense	4,522.45	2,498.99	2,261.23
CPP Expense	13,007.62	8,248.96	6,503.81
WCB Expense	4,871.43	5,502.96	4,871.43
Pension Expense	11,579.42	6,109.06	5,789.71
Medical Expense	7,912.83	2,996.09	3,956.42
Retirement reserve	4,200.00	0.00	0.00
TOTAL SALARIES & BENEFITS	309,414.46	158,707.05	155,042.95
ADMINISTRATION			
Amortization - Admin	53,649.01	0.00	0.00
Amortization Intangible Assets	43,536.75	0.00	0.00
FCM Annual Meeting	24,400.00	23,242.44	24,400.00
Meetings/Events/Newsletter	8,500.00	4,856.12	4,250.00
Council Honorariums	68,199.03	34,099.55	34,099.52
Advertising	5,000.00	1,589.44	2,500.00
Debit Machine Charges	12,000.00	9,403.63	6,000.00
Donations	7,500.00	3,400.90	3,750.00
Scholarships	3,000.00	2,500.00	3,000.00
Insurance	75,000.00	88,035.06	75,000.00
OfficeSupplies/Postage/Photocopying	15,000.00	8,292.64	7,500.00
Telephone / Fax	35,500.00	19,197.81	17,750.00
Training/Development	5,000.00	0.00	2,500.00
Travel	2,000.00	519.15	1,000.00
Miscellaneous - Admin.	10,000.00	1,919.88	5,000.00
Staff Fund	1,500.00	1,500.00	1,500.00
Interest on Debt Retirement	105,496.44	16,561.30	52,748.22
Communities 13 Prop Tax	11,000.00	10,750.31	11,000.00
Communities 13 Capital Fund	23,000.00	0.00	0.00
TOTAL ADMINISTRATION	509,281.23	225,868.23	251,997.74
RECREATION EXPENSE			

Amortization - Recreation	526,831.40	0.00	0.00
Recreation Programs -Winter Expense	9,000.00	187.97	0.00
Recreation Programs - Fall Expense	11,000.00	4,950.83	3,666.67
APM Center Rental	11,500.00	3,820.87	5,750.00
Recreation Programs -Spring Expense	11,000.00	22,320.50	11,000.00
Recreation Programs -Summer Expense	27,000.00	22,235.54	27,000.00
Sub-total: Programs	69,500.00	53,515.71	47,416.67
BallFields	10,000.00	2,459.04	5,000.00
Volleyball/Basketball	4,000.00	853.74	2,000.00
Parks & Rec Equipment Maintenance	12,000.00	15,273.54	12,000.00
Parks Property Maintenance	17,000.00	5,024.61	8,500.00
Recreation Tools and Supplies	4,000.00	441.05	2,000.00
Sub-total: Parks Maintenance	33,000.00	20,739.20	22,500.00
Recreation Activity Credit	5,000.00	1,060.00	2,500.00
Events Expense	50,000.00	26,143.18	25,000.00
Pool - Chemicals	5,000.00	3,070.42	5,000.00
Pool - Propane	2,000.00	4,344.19	2,000.00
Pool - Maintenance	2,000.00	1,316.71	2,000.00
Pool - Miscellaneous	400.00	423.08	400.00
Sub-total: Pool	9,400.00	9,154.40	9,400.00
Clubhouse Electricity	9,000.00	3,795.64	4,500.00
Clubhouse Heat	6,200.00	1,239.82	3,100.00
Clubhouse Maintenance and Repairs	5,000.00	5,353.70	5,000.00
Clubhouse Water and Sewer	2,000.00	1,077.88	1,000.00
Subtotal Clubhouse	22,200.00	11,467.04	13,600.00
Terry Fox Sports Complex General	17,000.00	2,519.84	8,500.00
Ballfield Electricity	8,000.00	3,539.22	4,000.00
Turf Field - Electricity	10,000.00	5,517.06	5,000.00
Turf Field - Maintenance & Repair	5,000.00	1,319.00	2,500.00
Sub-Total Fields	40,000.00	12,895.12	20,000.00
Go PEI Grant	3,000.00	301.77	1,500.00
Sub-total: Grants	3,000.00	301.77	1,500.00
Recreation Training & Development	5,000.00	2,409.68	2,500.00
Recreation Travel	1,000.00	160.65	500.00
Salaries - Recreation	988,981.11	523,851.40	532,528.29
Recreation Benefits	152,250.03	78,485.43	76,125.02
Recreation Retirement Reserve	10,000.00	0.00	0.00
Subtotal Salaries and Benefits	1,151,231.14	602,336.83	608,653.31
2024 Polaris Ranger	0.00	54.00	0.00
2019 Ford Minibus	0.00	2,145.05	0.00
Recreation Tractor	0.00	502.06	0.00
Recreation Trailers	1,000.00	96.91	500.00
Van	2,000.00	1,679.78	1,000.00
2011 1 ton Ford Truck	3,000.00	671.77	1,500.00
2017 Chevy Silverado Truck	5,500.00	956.68	2,750.00
2008 Ford Ranger Truck	4,000.00	392.29	2,000.00

2012 Ford F150 Super Cab	4,300.00	888.12	2,150.00
2017 Ford F-150	5,500.00	506.35	2,750.00
ATV	500.00	0.00	250.00
Sub-total: Recreation Vehicles	25,800.00	7,893.01	12,900.00
TOTAL: PARKS AND RECREATION	1,955,962.54	751,389.37	773,469.97
TOWN FACILITIES			
Recreation Buildings - Amortization	85,194.55	0.00	0.00
Sub-total Amortization	85,194.55	0.00	0.00
Dry Storage Building Tower Lane	1,500.00	579.36	750.00
Sub-total Dry Storage Building	1,500.00	579.36	750.00
Civic Centre - Electricity	32,000.00	16,676.16	16,000.00
Civic Centre - Heat	10,000.00	896.94	5,000.00
Civic Centre -Maintenance & Repairs	17,500.00	19,543.08	17,500.00
Civic Centre - Taxes, sewer & water	5,000.00	2,493.78	2,500.00
Sub-total Civic Centre	64,500.00	39,609.96	41,000.00
Maint. Building Maint. & Repair	5,000.00	5,495.56	5,000.00
Maint. Building Taxes, Water & Sew.	6,300.00	4,918.07	4,725.00
Maint. Building Heat	6,300.00	556.66	3,150.00
Maint. Building Electricity	5,200.00	2,539.69	2,600.00
Maint. Building Subtotal	22,800.00	13,509.98	15,475.00
Town Hall Electricity	23,000.00	10,858.97	11,500.00
Town Hall Maint. & Repair	25,000.00	8,946.40	12,500.00
Town Hall Taxes	21,000.00	31,866.50	21,000.00
Town Buildings Amortization	39,092.17	0.00	0.00
Subtotal Town Hall	108,092.17	51,671.87	45,000.00
TOTAL: TOWN FACILITIES	282,086.72	105,371.17	102,225.00
TOWN SERVICES			
Housing Accelerator Fund	0.00	7,569.42	0.00
Animal Control	13,072.00	6,534.00	6,536.00
Fire Dues	513,449.81	256,238.00	256,724.91
Meals on Wheels	5,000.00	5,000.00	5,000.00
Policing Services	957,407.00	429,638.61	478,703.50
Citizens on Patrol	3,000.00	1,270.48	1,500.00
Charging Stations	2,500.00	1,717.37	1,250.00
Street Lights	107,735.79	55,447.87	53,867.90
Transit Expense	250,000.00	96,255.92	125,000.00
Watershed Group	5,000.00	5,000.00	5,000.00
Pat and the Elephant	10,000.00	10,000.00	10,000.00
Environmental Initiatives	10,000.00	10,641.93	10,000.00
Total Town Services	1,877,164.60	885,313.60	953,582.30
PLANNING			
Emergency Measures Planning	7,500.00	1,139.46	3,750.00
Annual Conference & Membership	500.00	150.00	250.00
Affordable Housing	12,500.00	6,182.00	6,250.00
Planning Training & Development	3,000.00	2,728.99	1,500.00
GIS	3,000.00	0.00	1,500.00

Salaries - Planning	306,776.00	132,159.36	153,388.00
Planning Benefits	53,959.00	25,584.24	26,979.50
Planning Retirement Reserve	2,100.00	0.00	0.00
Sub-total Salaries & Benefits	362,835.00	157,743.60	180,367.50
Planning Travel	500.00	486.81	500.00
Planning Vehicle	3,000.00	674.61	1,500.00
Planning Vehicle Amortization	2,432.49	0.00	0.00
Planning Tools/Equipment	1,000.00	304.48	500.00
TOTAL: PLANNING	396,267.49	169,409.95	196,117.50
PROFESSIONAL SERVICES			
Fed.Cdn. Municipalities	2,500.00	0.00	0.00
Fed. PEI Municipalities	13,446.00	13,821.64	13,446.00
Professional Fees -audit/accounting	15,000.00	10,552.20	11,250.00
Professional Fees - engineering	4,000.00	0.00	2,000.00
Professional Fees -- legal	30,000.00	14,251.73	15,000.00
Professional Fees - Planning	5,000.00	3,532.65	2,500.00
Professional Fees - other	5,000.00	3,678.50	5,000.00
Information Technology	41,000.00	38,646.83	41,000.00
FIONA	0.00	9,394.00	0.00
Bylaw Enforcement	6,240.00	3,432.00	3,120.00
TOTAL: PROFESSIONAL SERVICES	122,186.00	97,309.55	93,316.00
PUBLIC WORKS			
Amortization - Public Works	164,249.66	0.00	0.00
PW Maintenance and repairs	30,000.00	19,652.97	15,000.00
Snow Removal	32,000.00	0.00	0.00
Sidewalk Maintenance	15,000.00	0.00	0.00
Grass Cutting Contract	27,566.01	22,092.10	27,566.01
PW Tools and Supplies	7,500.00	2,167.93	3,750.00
Custodial Supplies	13,000.00	8,840.50	6,500.00
Training/Development	2,500.00	2,424.02	2,500.00
Salaries - Maintenance	376,238.00	198,796.28	202,589.69
Maintenance Benefits	63,298.00	33,562.57	31,649.00
Salaries-Retirement Reserve	7,100.00	0.00	0.00
Sub-total: Salaries & benefits	446,636.00	232,358.85	234,238.69
Taxes	2,000.00	1,221.45	2,000.00
Tractor & trailer operating	10,000.00	701.72	833.33
Snow Removal Equipment	10,000.00	2,900.06	5,000.00
2015 Chev Silverado	2,500.00	2,868.54	2,500.00
2015 Lamar Dump Trailer	0.00	19.33	0.00
Fuel Tanks - Bulk Fuel	7,000.00	7,435.83	7,000.00
Sub-total: vehicle operating	29,500.00	13,925.48	15,333.33
TOTAL: PUBLIC WORKS	769,951.67	302,683.30	306,888.04
TOTAL EXPENSE	\$ 6,222,314.71	\$ 2,696,052.22	\$ 2,832,639.49
INCOME INCLUDING CAPITAL FUNDING			
	-\$ 100,374.52	\$ 833,494.95	\$ 261,762.13

Capital Funded From Operations - Budgeted	530,795.00	228,018.99	228,018.99
Funds Remaining	-\$ 631,169.52	\$ 605,475.96	\$ 33,743.14
Amortization Funds	914,986.03		
Used for Capital Debt Repayment	\$ 276,957.68	\$ 57,375.18	\$ 69,239.42
Capital Reserve Funding	638,028.35	-57,375.18	69,239.42
Total Capital Reserve Funding	\$ 6,858.83	\$ 548,100.78	-\$ 35,496.28

CORNWALL WATER AND SEWER CORPORATION
Comparitive Income Statement - Budget to Actuals

As of September 30, 2025

	Budget 2025-2026 Full Year	Actuals to September 2025	Budget 6/12 or Applicable Portion
REVENUE			
CURRENT REVENUE			
Rate - Sewer	1,050,267.49	526,451.45	525,133.75
Rate - Water	899,212.33	463,216.95	449,606.17
Frontage - Sewer & Water	12,000.00	7,222.16	6,000.00
Interest - Sewer & Water	20,000.00	13,148.05	10,000.00
Total Sewer & Water Revenues	1,981,479.82	1,010,038.61	990,739.91
Sewer & Water Inspections	2,000.00	700.00	1,000.00
General Revenue Other	0.00	20.00	0.00
Investment Income	1,000.00	7,094.86	1,000.00
Misc. Income	1,000.00	766.49	500.00
Government transfers for capital	0.00	459,686.04	0.00
Gain on Sale of Assets	0.00	7,391.30	0.00
Contributions for Capital	0.00	146,524.73	0.00
MCEG Grant	463,692.25	107,493.02	115,923.06
TOTAL OTHER REVENUE	467,692.25	729,676.44	118,423.06
TOTAL REVENUE	\$ 2,449,172.07	\$ 1,739,715.05	\$ 1,109,162.97
EXPENSE			
ADMINISTRATION			
Administrative Fee	100,000.00	50,000.00	50,000.00
Council Honorarium Allocations	33,590.57	16,795.32	16,795.29
Salaries	515,764.51	231,578.70	257,882.26
Benefits	92,627.72	46,369.27	46,313.86
Retirement Reserve	2,000.00	0.00	0.00
Amortization	655,223.00	0.00	0.00
Amortization - Intangible Assets	35,973.00	0.00	0.00
Debit Machine Charges	8,000.00	3,825.65	4,000.00
Insurance	64,200.00	79,014.38	64,200.00
Memberships	1,500.00	1,816.58	1,500.00
Equipment	4,590.00	735.80	2,295.00
Interest on Debt Retirement	163,687.00	62,957.83	81,843.50
Sewer Maintenance	50,000.00	11,297.52	25,000.00
Lagoon Maintenance	20,000.00	497.91	10,000.00
Water Maintenance	55,000.00	48,072.09	55,000.00
Water Conservation Program	5,000.00	2,052.12	2,500.00
Water tests & Inspections	18,000.00	7,109.30	9,000.00
Water School	5,000.00	3,762.73	3,750.00
Property Taxes	4,500.00	4,689.12	4,500.00
Power - Sewer	117,289.82	53,666.57	58,644.91
Power - Water	83,458.19	47,253.54	41,729.10

Sub-total: Power	200,748.01	100,920.11	100,374.01
Uniforms	2,550.00	1,459.09	1,275.00
Office Supplies	5,800.00	3,304.24	2,900.00
Postage	13,338.75	5,063.32	6,669.38
Professional Fees -audit/accounting	11,220.00	7,260.00	5,610.00
Professional fees - legal	2,040.00	1,989.24	1,020.00
Professional fees - engineering	5,000.00	7,005.35	5,000.00
Professional fees - other	2,000.00	3,285.92	1,000.00
Information Technology	16,600.00	11,390.74	12,450.00
Professional fees - subtotal	36,860.00	30,931.25	25,080.00
Training & Development	15,000.00	6,070.70	3,750.00
Telephone & Pager	6,630.00	1,929.27	1,657.50
2017 GMC Sierra	5,000.00	1,214.26	2,500.00
2008 Victor Cargo Trailer	1,000.00	39.60	500.00
2012 Blower	500.00	0.00	250.00
2012 Bushhog	500.00	0.00	250.00
2008 4X4Chev Truck(purch. 2013)	2,000.00	1,239.64	1,000.00
2018 Ram Truck	2,500.00	2,551.23	2,500.00
2014 Magnum Mobile Generator	3,000.00	19.80	1,500.00
Subtotal Vehicles	14,500.00	5,064.53	8,500.00
Fuel Tanks - Bulk Fuel	7,000.00	7,435.84	7,000.00
TOTAL ADMINISTRATION	2,137,082.56	732,752.67	791,785.78
TOTAL EXPENSE	\$ 2,137,082.56	\$ 732,752.67	\$ 791,785.78
INCOME INCLUDING CAPTIAL FUNDING	\$ 312,089.51	\$ 1,006,962.38	\$ 317,377.19
Capital Funded From Operations - Budgeted	442,500.00	124,027.19	124,027.19
Funds Remaining	\$ 130,410.49	\$ 882,935.19	\$ 193,350.00
Amortization Funds	691,196.00		
Used for Capital Debt Repayment	277,235.92	114,188.67	138,617.96
Capital Reserve Funding	413,960.08	114,188.67	138,617.96
Total Capital Reserve Funding	283,549.59	768,746.52	54,732.04

Town of Cornwall Capital Plan 2025-26

TOWN	Project	Budget 2025-2026	In Progress	Complete	Pending	Total Cost
Public Works						
1	Civic Center Solar Panels, LED Lighting, & Accessibility	600,000			X	
2	Town Hall Renovate Office Space/Council Chamber	18,500	X			4,078.38
3	Clubhouse Heat Pump	4,500		X		4,807.72
4	Civic Center Heat Pump	6,000		X		7,441.50
5	Shop Bathroom	5,000		X		5,062.04
6	Shop Vehicle Hoist	8,000			X	
7	Blades for W/llie	15,000			X	
8	Sidewalk Replacement	60,000			X	
9	Robotic Lawnmower	5,000	X			3,753.35
Plan/Dev						
1	Main Street Spatial Plan Implementation	100,000			X	
2	2 - E Watch Camera's	30,000			X	897.05
3	West River Green Space	60,000	X			
4	New Facility Planning	150,000			X	6,847.50
Admin						
1	IT Upgrades	10,000	X			
2	Website	20,000			X	8,106.31
Parks - Rec						
1	Scoreboards TFSC	30,000			X	
2	Parks/Recreation/Open Spaces Master Plan Implementation	110,000	X			
3	Replace 2011 RTV	45,000		X		44,007.89
4	18 Ft Enclosed Trailer	20,000		X		17,433.90
5	Replace 2006 Van	75,000		X		16,662.38
6	Shed 16 x 24	10,000			X	
7	AT Connectin: TFSC to Neighbourhood	434,574			X	
8	Cornwall Road Trail Phase 1	1,242,352	X			
9	Parade Float	7,500			X	232,980.37
10	Snow Dog	10,000			X	
11	Civic Centre Centre Staging	10,000			X	
	TOTAL TOWN CURRENT YEAR	3,086,426			X	352,078.39
Carry Forward						
1	Ballfield Lights at TFSC	388,537	X			304,143.22
2	TFSC Parking/Paving	100,000		X		
3	Replace Acrylic Surface Tennis	5,000		X		3,910.00
4	Primrose Pointe Park Project	144,098	X			105,249.23
5	Battin' Capes	20,000		X		19,411.79
6	Safety Netting	25,000		X		8,668.69
7	Outside Tents	25,000			X	
8	Public Works Used 1/2 Ton Truck	45,000			X	
9	Air Intake Vent	2,500			X	
10	Public Works Galvanized Dump Trailer	19,000		X		12,392.60
11	T3 Transit Capital Fund	148,856			X	
12	TFSC Connector Trail	252,054	X			91,080.17
13	Tranquility Trail Extension	5,339			X	
	TOTAL TOWN INCLUDING CARRY FORWARD	4,266,810			X	896,934.09

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

UTILITY - Combined	Project	Budget 2025-2026	In Progress	Complete	Pending	Total Cost
1	Phase 1 Upgrade/Extend Services on Cornwall Road Incl Fire Services Upgrades	1,250,000	X			461,007.00
2	2018 Dodge Ram Tool Boxes	4,500		X		4,933.90
UTILITY - Sewer						
1	Sewer Laterals and Lift Pump	20,000			X	
2	Cornwall Lagoon Bern Erosion Control	50,000	X			1,738.96
3	Utility SCADA Computer	2,500		X		1,054.16
4	Candlelight Generator Transfer Switch	20,000			X	
UTILITY - Water						
1	Water Meters	15,000	X			11,710.28
2	Water Laterals	10,000	X			10,762.73
3	Watermain Upsizing - Warren Grove Rd	150,000			CANCELLED	12,224.47
4	New Hydrants	40,000			X	
5	Hydrant Removal - Capital Drive	10,000			X	
6	Water Meter Belt Clip	12,000		X		16,795.63
7	Leak Detection Equipment	16,000			X	
8	Level Transmitters in Main St Wellfield	20,000			X	
TOTAL UTILITY CURRENT YEAR						520,227.13
UTILITY General - Carried Forward						
1	Pave Driveway Primrose Lift Station #2	10,000			X	
UTILITY - Water - Carried Forward						
1	New reservoir - Water Tower (New Wellfield) & Water Pressure Zones	2,981,923	X			655,031.40
UTILITY - Sewer - Carried Forward						
1	Wastewater Study & Design	125,000			X	
TOTAL UTILITY INCLUDING CARRY FORWARD						1,175,258.53

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: October 3, 2025 2:05 PM
To: Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; MacEwen, Richard; Jeremy Crosby
Cc: nsmallman@townofstratford.ca
Subject: September Ridership
Attachments: Charlottetown Ridership.pdf; Cornwall Ridership.pdf; Stratford Ridership.pdf

Hello All,

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

I was not sure of the various cut offs for everyone's meetings, so I wanted to get these ridership reports out to everyone. I will get the operational reports and specific ridership reports on the new run early next week.

We are happy with the operational execution of our new routes. Things continue to go well, and we have been able to integrate well into our system. We are hopeful that the advertising and communications that is ongoing will start to pay off with increased ridership in October.

It should be noted; we historically experienced a jump in ridership in Septembers with the return of students which we did not see this year.

	September 2025	September 2024	% change	YTD 2025	YTD 2024	% Change
Charlottetown	139,461	141,079	-1.1%	1,130,565	1,119,988	0.9%
Cornwall	3,783	3,323	13.8%	28,213	28,088	0%
Stratford	7,059	7,054	0%	58,192	59,582	-2.5%

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 - SEPTEMBER 2025

Date	Day	Values	Sum of Cornwall U18 Ups	Sum of Cornwall Offs	Sum of Cornwall U18 Offs	Sum of Cornwall Ridership
09/01/2025	Mon	63	29	75	12	0
09/02/2025	Tue	64	14	60	13	179
09/03/2025	Wed	67	18	73	11	151
09/04/2025	Thu	79	15	89	9	169
09/05/2025	Fri	29	8	32	4	192
09/06/2025	Sat					73
09/07/2025	Sun					0
09/08/2025	Mon	65	11	73	6	155
09/09/2025	Tue	60	7	79	6	152
09/10/2025	Wed	72	17	81	5	175
09/11/2025	Thu	81	18	58	8	165
09/12/2025	Fri	75	8	82	6	171
09/13/2025	Sat	29	19	29	2	79
09/14/2025	Sun					0
09/15/2025	Mon	68	6	70	6	150
09/16/2025	Tue	77	13	83	5	178
09/17/2025	Wed	73	14	73	12	172
09/18/2025	Thu	66	11	77	8	162
09/19/2025	Fri	70	9	65	10	154
09/20/2025	Sat	34	10	42	8	94
09/21/2025	Sun					0
09/22/2025	Mon	80	10	80	10	180
09/23/2025	Tue	75	9	95	12	191
09/24/2025	Wed	67	16	76	13	172
09/25/2025	Thu	62	13	82	12	169
09/26/2025	Fri	65	6	75	8	154
09/27/2025	Sat	40	18	30	14	102
09/28/2025	Sun					0
09/29/2025	Mon	73	10	79	13	175
09/30/2025	Tue	29	10	20	10	69
10/01/2025	Wed					0
Grand Total		1,563	319	1,678	223	3783

CORNWALL RIDERSHIP - SEPTEMBER 2025

Route #	Values	Sum of Cornwall
(All)	Non Paying Ridership	0
	Sum of Cornwall	690
Day		769
Sun		670
Mon		665
Tue		671
Wed		348
Thu		3783
Fri		
Sat		
Grand Total		3783

	2025	2024	2023
Total Ridership	3,783	3,323	3,492
Monday - Friday	3,435	3,062	3,213
Paying	-	-	-
Non - Paying	21	20	20
Working Days	164	153	161
Average	348	261	279
Saturday	4	0	-
Paying	4	4	5
Non - Paying	-	-	-
Working Days	87	65.25	56
Average			

CORNWALL

2025-2024

2025		Mid Day	Total	2024		Mid Day	Total
2025-09-02	Tues	79	179	2024-09-03	Tues	55	188
2025-09-03	Wed	62	151	2024-09-04	Wed	41	168
2025-09-04	Thurs	70	169	2024-09-05	Thurs	42	147
2025-09-05	Fri	66	192	2024-09-06	Fri	46	155
2025-09-08	Mon	49	155	2024-09-09	Mon	48	146
2025-09-09	Tues	50	152	2024-09-10	Tues	48	155
2025-09-10	Wed	53	175	2024-09-11	Wed	43	147

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

September 2025



Call Type	Number
Fire Alarm	3
Smoke investigation - outdoors	2
Utility Fire	1
Dumpster Fire	1
Medical First Responder	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)	8 (82)
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	17
Fire Alarms	15	22	19	31	23	25
Medical First Responder	11	10	19	29	22	14
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



L Division - Queens District (Cornwall)
Detailed Occurrence Count
(Three Year Target Month / Year to Month)
 Current as of: 2025-10-06

UNCLASSIFIED

Occurrence Type and Sub-Type	Target Month			Year to Month		
	Sep 2025	Sep 2024	Sep 2023	2025	2024	2023
Crimes Against Persons						
Offences Related to Death	0	0	0	0	0	0
Sexual Offences	2	2	1	15	12	12
Assault	0	2	3	23	32	28
Kidnapping/Hostage/Abduction	0	0	1	0	1	1
Robbery	0	0	0	0	0	1
Extortion / Intimidation	0	0	0	1	1	2
Criminal Harassment	0	1	0	3	6	5
Indecent / Harassing Comm.	0	1	0	20	32	7
Uttering Threats	2	1	1	11	17	12
Property Crime						
Arson	0	0	0	0	1	1
Break and Enter	1	1	2	6	7	14
Unlawfully in a Dwelling House	0	0	0	1	1	0
Theft Over	0	0	0	1	2	1
Theft of Motor Vehicle	1	0	0	4	4	1
Theft of Other MV / Motorcycle	0	0	0	3	4	2
Take MV w/o Consent	0	0	0	1	0	1
Theft Under	1	3	8	19	31	33
Shoplifting	0	0	1	1	5	4
Theft (mail, bicycle, et al)	0	0	0	2	2	1
Theft from Motor Vehicle	0	0	0	9	7	10
Possession of Stolen Goods	0	0	0	1	1	2
Fraud	7	2	0	39	32	23
Identity Theft	0	0	0	1	0	1
Mischief	5	16	15	68	98	109
Drug Enforcement						
Possession	0	0	0	2	4	0
Trafficking	0	2	0	1	2	5
Import/Export	0	0	0	0	0	0
Production	0	0	0	0	1	0
Other	0	0	2	7	11	7
Traffic						
Dangerous Op of MV	1	0	2	2	1	5
Impaired by Alcohol	3	3	5	13	19	15
Impaired by Alcohol & Drug	0	1	0	0	3	1
Impaired by Drug	1	0	2	8	10	15
Failure/Refusal	0	0	0	1	3	3
Driving while Disqualified	0	2	0	8	11	11
Fail to Stop or Remain	0	1	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)
 Page 1 of 2



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

UNCLASSIFIED

Current as of: 2025-10-06

	2025	2024	2023	2025	2024	2023
Seatbelt Violation	0	0	1	5	6	4
Intersection Violation	2	0	0	11	6	4
Speeding Violation	12	35	8	194	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	1	0	6	7	3
Collision - Reportable	3	1	2	36	29	32
Collision - Non Reportable	3	2	4	35	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	38	37	358	409	462
Other Traffic Related Duties	12	13	0	85	137	2
Checkstop	3	2	0	20	26	7
Other						
911 Call	2	3	2	24	26	46
Breach of Court Order	2	2	1	9	23	9
Liquor Act	0	2	1	4	3	9
Mental Health Act	4	2	10	65	80	48
Missing Person	1	3	0	15	10	9
Municipal Bylaw - Other	0	0	0	0	2	3
¹ Other	37	53	23	370	396	289
Suspicious P V P	1	1	1	4	1	23
Trespass At Night	0	0	0	9	7	1
Total Founded & SUI Occurrences	144	197	133	1,530	1,921	1,446
Total Occurrences*	154	213	151	1,609	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.ca)



RCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



For Official Use Only

Monthly Report

September 2025

Town of Cornwall

L Division Criminal Analysis Section
October 2, 2025



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

- Crimes against Persons in September decreased over both last month and last year (4 compared with 17 and 7). There were two sexual offences, both involving the use or threat of using intimate images. There were two utter threat incidents, both with insufficient evidence to proceed.
- Property crime decreased slightly over both last month and last year (21 and 22), ending the month with 15 incidents. Fraud accounted for seven of these occurrences, followed by mischief (5). One fraud was cleared; one mischief is still under investigation while the rest had insufficient evidence to proceed.
- There were no drug enforcement occurrences recorded this month.
- Traffic enforcement dropped compared with last September (-22 to 100) but remained consistent with last month (72). Impaired driving accounted for four occurrences, three by alcohol (charges laid/recommended in one) and one by drug (insufficient evidence to proceed). A single dangerous operation (no pursuit flight from police) was also recorded in September. Speeding violations accounted for 12 occurrences, followed by 37 other traffic violations/offences. There were no fatal collisions and three Checkstops were documented.
- Overall, September 2025 recorded 154 occurrences with 144 listed as founded or still under investigation. This is lower than both the previous month and September 2024 where 202/192 and 213/197 occurrences were recorded respectively.



Community Policing

Policing Initiatives

- August 29th - complaint of speeders on Bonavista and Elliot Drives in Cornwall from the town. Members conducted four STEP files, no infractions were noted
- September 4th - first day of school, members went to East Wiltshire, Westwood, and Elliot River Schools
- September 17th - a member attended Cornwall COP meeting
- Sept 21st - Cst. Moore attended an afternoon Remembrance Service in red serge
- September 25th - complaint of speeders on Seymour Drive from the town. Members conducted two STEP files, no infractions were noted

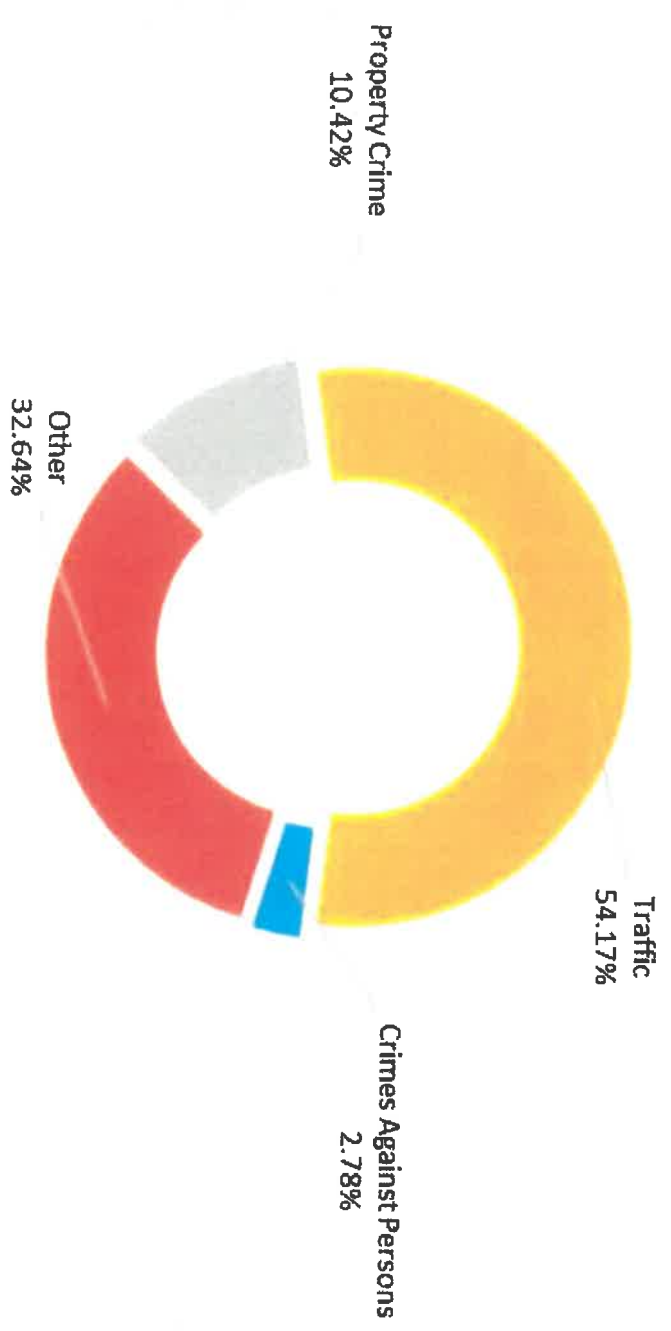


Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Occurrences - All Types

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



144 Founded/SUI of 154 Total Occurrences

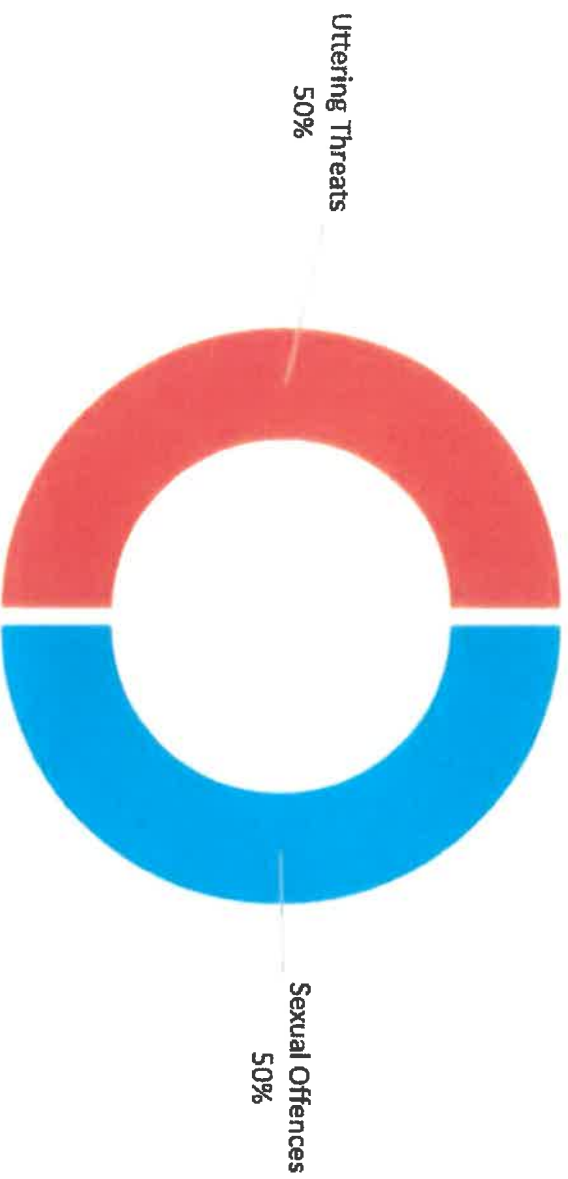


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Occurrences - Person Crimes

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



4 Founded/SUI of 154 Total Occurrences



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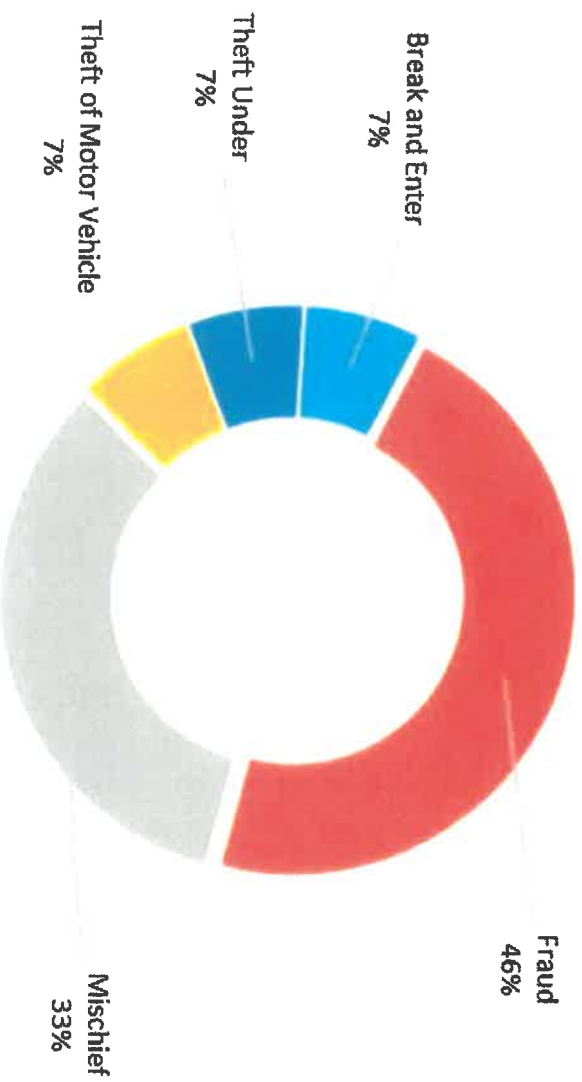


Occurrences - Property Crime

Occurrences by Category - Property Crime

Queens District RCMP (Cornwall)

September 2025



15 Founded/SUI of 154 Total Occurrences



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Occurrences - Drug Enforcement

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

No occurrences reported in this period.

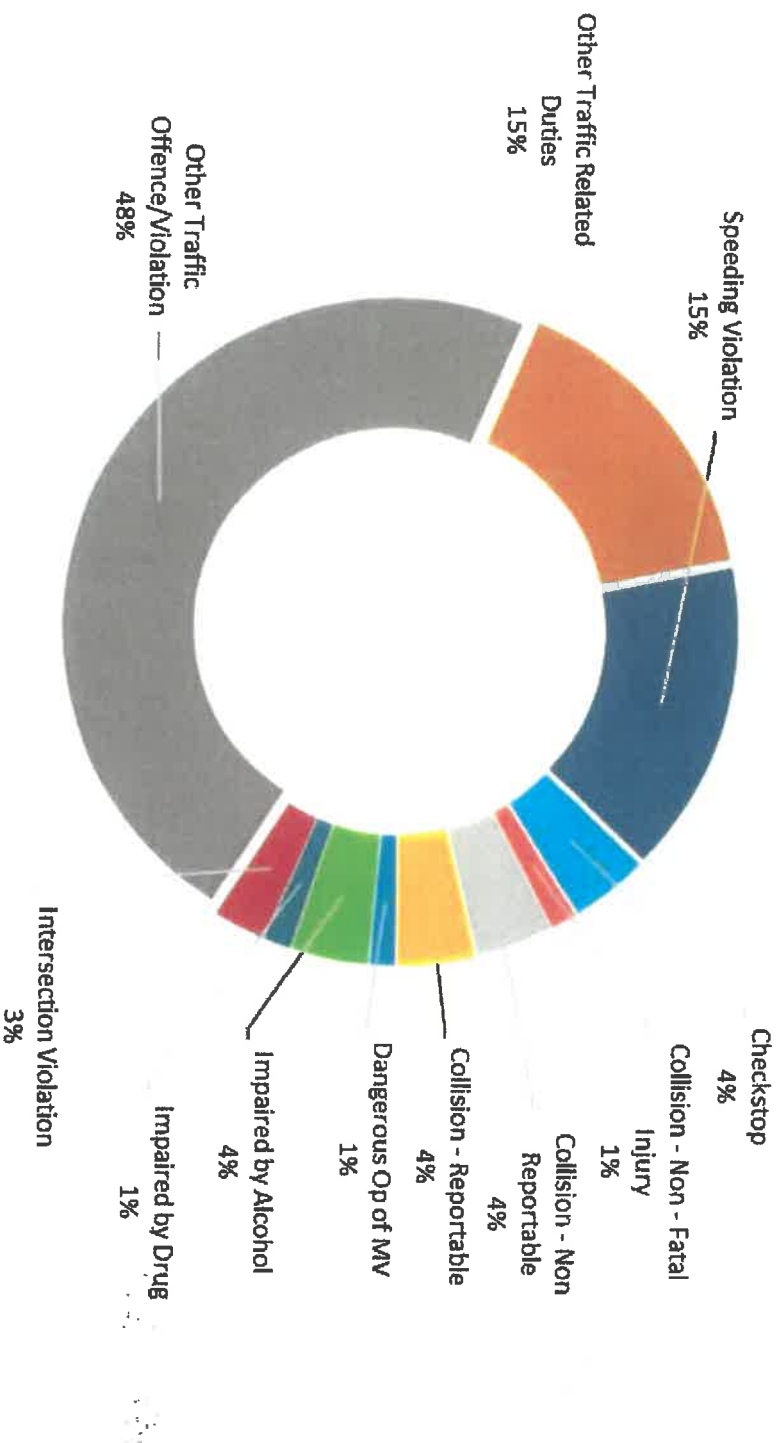
0 Founded/SUI of 154 Total Occurrences



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Occurrences - Traffic Occurrences

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



78 Founded/SUI of 154 Total Occurrences



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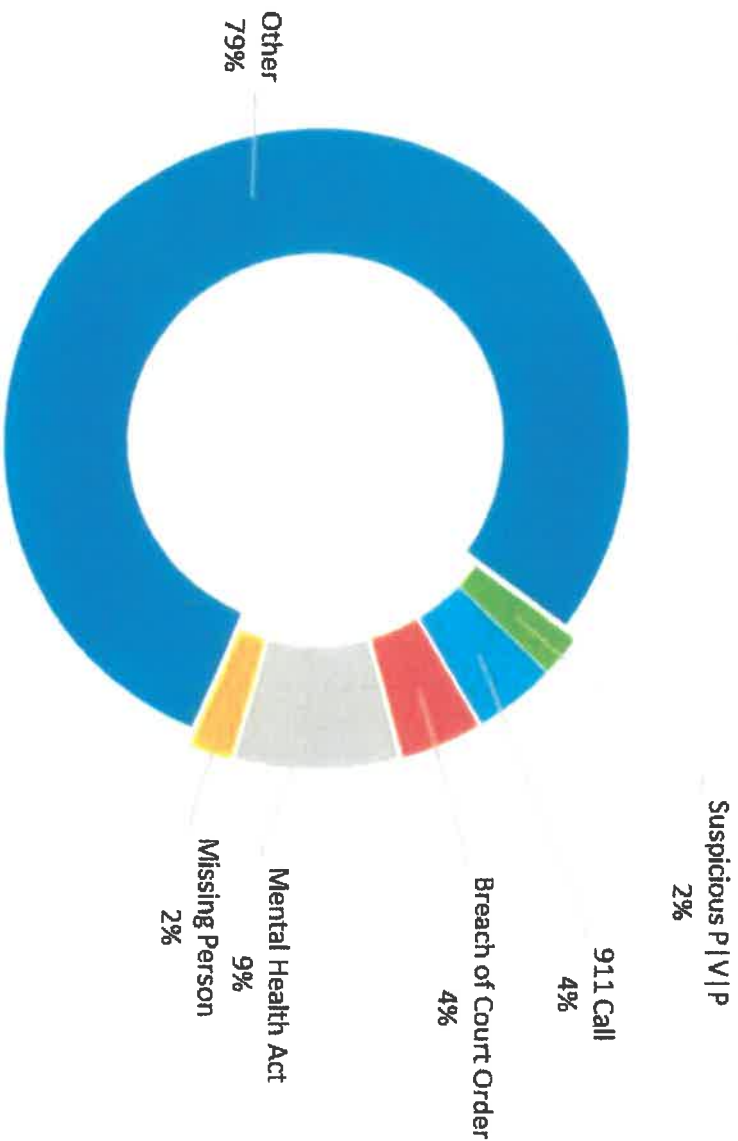


Occurrences - Other Occurrences

Occurrences by Category - Other Occurrence Types

Queens District RCMP (Cornwall)

September 2025



47 Founded/SUI of 154 Total Occurrences



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Summary Offence Tickets, Warnings & Defect Notices

Charge Section and Description	Count	Sum of Fines
Ticket	25	\$5,080
11(1)(a) Driving passenger vehicle not registered	1	\$250
11(1)(b) Driving passenger vehicle while registration expired	4	\$1,000
138(6) Operating motor vehicle with improper glazing (tinting)	1	\$250
166 Failing to obey traffic control signal or device	1	\$250
176(1)(b) Driving without due care and attention or without reasonable consideration for other persons	1	\$250
176(3)(b)(i) Speeding: 29 km /hr or less over limit	7	\$880
19(1)(a) Operating vehicle with invalid inspection sticker	5	\$750
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
271(1) Driving motor vehicle while license suspended or cancelled	1	\$250
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
324(4) Failing to carry and produce valid insurance card to peace officer when requested	1	\$650
60(b) Operating vehicle not displaying current registration sticker	1	\$250



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets, Warnings & Defect Notices

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



PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - September, 2025.

- Patrolling and monitoring open files.
- Sept 5 – No new files.
- Sept 12 – NOV to #84 Miah for Property Maintenance.
- NOV to #19 Miah for Property Maintenance.
- Sept 19 - Took updated pictures of both #84 and 19 Miah for the files.
- Sept 26 - #19 Miah has been cleaned up to my satisfaction.
- #84 still working on it.
- NOV to #81 Miah for mattress roadside. Told them they have to dispose of it that it will not be picked up.
- NOV to #22 Karla CRT for mattress and debris behind bins and fence to be removed.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

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

Category	Last Month		YTD
	YTD	September	
By-Law Cases - New	12	2	14
By-Law Cases - Closed	11	1	12
Humane - New	8	3	11
Humane - Closed	8	2	10
Dog Act - New	6	0	6
Dog Act Closed	5	0	5
Stray Dogs to Shelter	0	1	1
Stray Dogs Returned to Owner	0	1	1
Stray Cats to Shelter	6	4	10
Stray Cats Returned to Owner	2	0	2
Community Patrols	74	14	88
Licenses Issued	2	3	5
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	138	31	169

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

RESOLUTION

DATE: October 22, 2025
DEPARTMENT: Municipal and Emergency Services
MOTION NUMBER: MES-02-2025 E-Watch Cameras

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Town of Cornwall, in the interests of public safety, has been desirous of joining with Charlottetown and Stratford in their current E-Watch Camera system;

And Whereas: Cornwall Council has had presentations on the system, observed the system in operation, and has received a proposal from the City of Charlottetown Police Services for the purchase and installation of an initial three E-Watch cameras and one License Plate Reader;

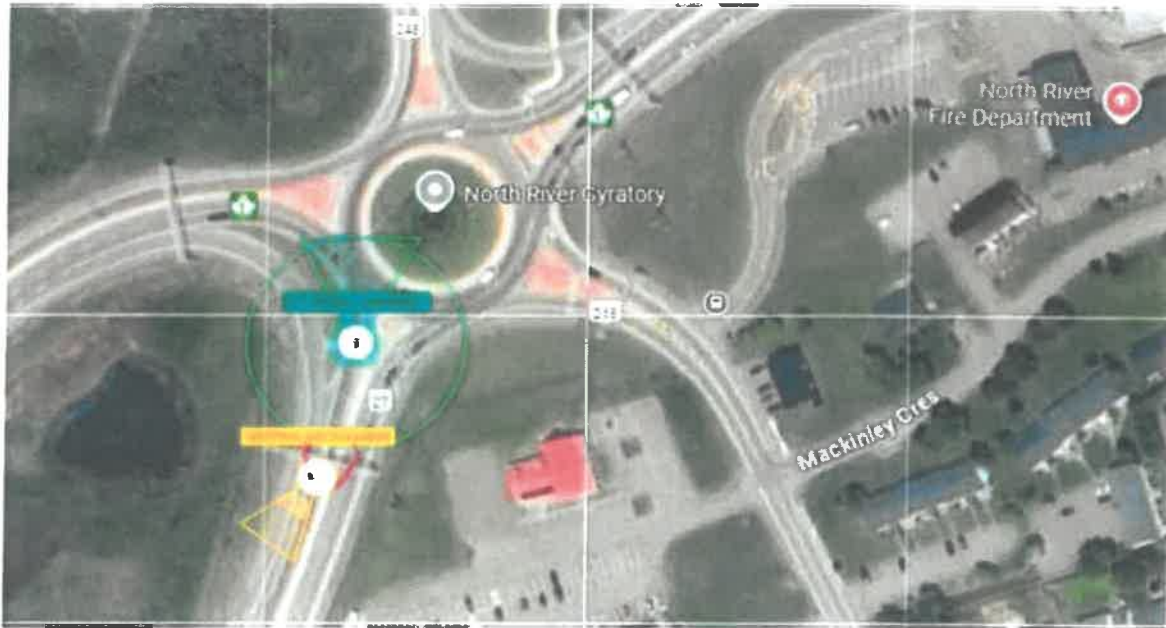
And Whereas: Cornwall Council considers the proposal, as presented, to be a good and sufficient initial trial of the system;

Therefore, be it Resolved: That Cornwall Council accept the proposal considered at the Committee of Council meeting on October 15, 2025 and attached to this resolution, from the Charlottetown City Police for the all inclusive cost of \$28,000.00.

Town of
CORNWALL
so much to offer..



North River Roundabout



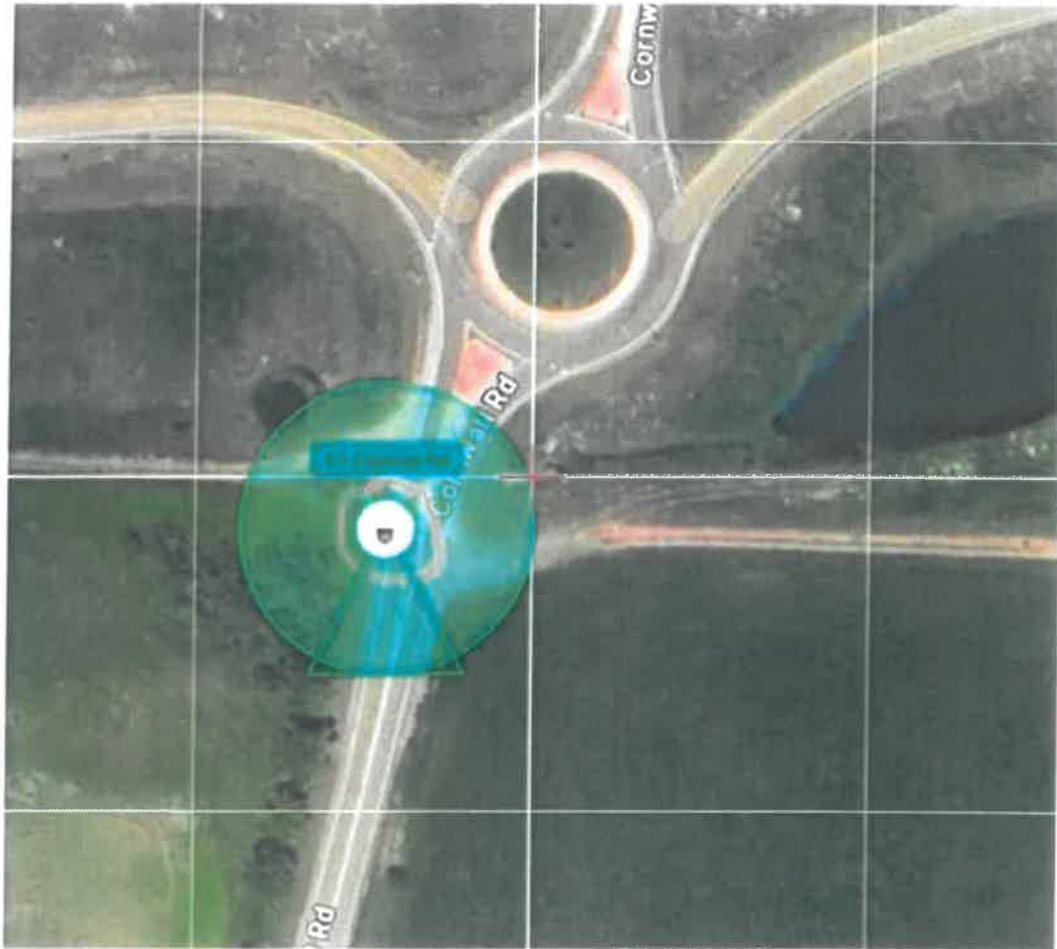
Note.

This camera installation will require a wireless internet connection from the North River Firehall radio tower.

Cornwall Main St



Cornwall Rd



PRODUCTS

Working Quote

PART	DESCRIPTION	PRICE	QTY	TOTAL PRICE
	North River roundabout Includes: Installation of TandemVu IP Camera, LPR Camera, Wireless Bridge, Exterior Enclosure, Milestone License, Electrician parts and Labor.	\$ 7,000.00	2	\$ 14,000.00
	Cornwall Main St Includes: Installation of TandemVu IP Camera, Exterior Enclosure, Milestone License, Electrician parts and Labor.	\$ 7,000.00	1	\$ 7,000.00
	Cornwall Rd Includes: Installation of TandemVu IP Camera, Exterior Enclosure, Milestone License, Electrician parts and Labor.	\$ 7,000.00	1	\$ 7,000.00
PRODUCTS TOTALS				\$ 28,000.00

SERVICES

PART	DESCRIPTION	PRICE	QTY	TOTAL PRICE
	Electrician parts and Labor	\$ 0.00	0	\$ 0.00
SERVICES TOTALS				\$ 0.00

SUBTOTAL \$ 28,000.00
GRAND TOTAL \$ 28,000.00

**TOWN OF CORNWALL
PARKS & RECREATION COMMITTEE MEETING
Wednesday September 10th, 2025, at 4:30 PM**

Attendance: Chair Cory Stevenson, Councillor Steven Campbell, Mayor Minerva McCourt,
Staff: Parks and Recreation Manager Kim Meunier, Parks and Recreation Clerk Jenn Hanus,
Regrets: Councillor Judy Herlihy
Council:

1) **Call to Order**

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

2) **Land Acknowledgement**

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

3) **Approval of Agenda**

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

8.vi. Request from Timberwolves.

8.vii. Request from paragliding group to use the hill at Terry Fox Complex.

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

CARRIED

4) **Disclosure of Conflict of Interest**

NIL

5) **Approval of Minutes**

The minutes for, were reviewed and a few minor updates were made. Councillor Campbell moved to approve the minutes, and Chair Stevenson seconded the motion.

CARRIED

6) **BUSINESS ARISING FROM THE MINUTES**

7a(iii) Chair Stevenson noted that if the committee was interested in having a performance from Patrick Ledwell at the Christmas events as suggested by Mayor McCourt, that we should contact him to book now.

8(i) Chair Stevenson asked for an update on where the negotiations between the Public Schools Branch (PSB) and the Town of Cornwall with regards to the lease on the Terry Fox Complex. Kim noted there is a meeting on September 11th with the PSB to discuss the terms.

8(ii) Primrose Point concerns – it was noted that the shrubs encroaching on the path leading to the park have not been cut back yet. Kim has been in touch with the property owners but has not yet had a chance to meet with them in person.

7) NEW BUSINESS

a) Events

i. Cornfest – Upcoming

1. Kim presented a draft schedule for review and noted that it will be ready to go out by September 16th, 2025.
2. Yard Sale – there are currently 16 tables booked, and 6 home addresses registered for the map.
3. The Amazing Race Cornwall – being organised for Saturday afternoon, local businesses are already reaching out to see if it will be on again this year and looking to participate.
4. Celebrity Corn Shucking Contest will be held Sunday; a call is going out for participants.
5. New pots have been purchased for the corn boil, and the corn has been ordered from Keddy's Corn.
6. Kim noted that we will be hiring a new band to play for the event to add some variety to the entertainment. We are currently trying to book Haché a band from North Rustico. She noted that they do have a following.
7. It was noted that the tickets for the Red Rock Wrestling scheduled for Saturday night, are currently for sale. Island Pro Wrestling was mentioned as a group to use in the future as this is a Cornwall based operation.

b) Camps

- i. Summer Camp – wrapped up August 29 after a successful summer.
- ii. After School Camp – both the Civic Centre Camp and the Sport and Adventure Camp at the Terry Fox Sport Complex are full.
 1. It was noted that there has been a challenge in the use of the park with the new afterschool program at the West River United church using the park at the same time as the Town afterschool program. With 65 kids in the Town program and 40 in the West River Church program, it can be a challenge to effectively watch our own children. Kim noted that she will work with the West River group to see about how they can work together so that both camps can use the space safely.

c) Programs

- i. Fall Programs – registration is open and going well for Fall Programs.
 1. It was noted that there was a concern with the Senior Programming and the need for them to pay this year for the activities. Kim noted that in 2024, we secured the New Horizons program that we were able to use to offer programs for free. As we no longer have this funding, we need to charge for these programs.
 2. Pickleball remains popular and all programs are full. If we had more space, we could offer a few more sessions, however, we have not been successful in getting space at the schools. We do have the use of the Westwood School gym on Tuesday and Thursday evenings and the APM Centre on Monday and Wednesdays for daytime pickleball.
 3. The line dancing program is full with a waitlist.
 4. The Adult Coed Volleyball is a popular program.
 5. There is a new program called Walk the Island in which participants attend once a week to walk as a group at the Terry Fox Complex with the goal of walking the

distance of PEI from tip to tip. There are 14 people registered, and they have a map of PEI to keep track of their progress.

6. Ball Fitness and Chair Yoga continue to be popular, with 29 registered in the Ball Fitness and 60 registered in Chair Yoga.
7. Over the summer we started doing bus trips for seniors and these have proven to be popular. We have planned on a month for the fall with the first being to Souris lighthouse, FinFolk Food, and Glenaladale with an ice cream stop along the way.
8. We have a new program from girls in grade 7-9 for empowerment.
9. Baking and Cooking classes for kids started this week with 11 in the baking class and 9 in the cooking class.
10. We have started a new Youth Basketball program for the fall.

d) **Facilities**

i. Upcoming Events

1. U11 Atlantics will happen from September 11th -14th with 6 teams from New Brunswick, PEI, Nova Scotia, and Newfoundland. Opening ceremony will be at the Terry Fox Complex and games will be played at the East Wiltshire fields.
2. U15 Soccer Nationals will be scheduled for October 8th – 15th. We are expecting boys and girls' teams from across Canada.
3. Wall of Fame presentation for Contessa Scott – this was to take place during Cornfest, however Kim noted that we are still waiting on memorabilia from Contessa for the shadowbox. It was suggested that we either have the ceremony at Snowfest or hold an event on its own.
4. The ACAA championships will be held at the Terry Fox Complex in late October.

ii. Usage Report

1. It was noted from the Manager's Report, that the usage at the ball fields at the Terry Fox Sport Complex is up due the installation of lights on the lower field.
2. Pool – the pool drop ins was on par with 2024, and the number of private pool bookings was up from 18 to 25.

8) **OTHER**

i. U22 Team – Request for replacement of lost balls

1. Kim received a request to have the Town replace balls that were lost when they were hit out of the ball field into the naturalized area.
2. It was noted that we have, in the past, paid to replace balls hit over the netting. However, the netting height was increased from 30' to 50' which is a standard height for the netting.
3. Kim noted that staff has found balls in the facility while doing maintenance work. Balls have been found on the trails and in the fields around the ball field.
4. After some discussion, it was decided that because the net around the ball field had been raised, the Town would not be paying for balls that were hit over the net.

ii. Lowther Park Upgrade

1. Kim provided the committee with a catalogue of play structures for the committee to review. The cost of the structures does not include the woodchips or barriers to keep them in place. Committee members will review the options and report back in a later meeting which play structure they prefer.

2. The use of the money allocated to the improvements at Lowther Park were discussed with reference to whether the funding included items such as improvement of trails, installation of a multipurpose pad, and other upgrades that the Committee choses or just the play structure. Kim will check with Wendy MacKinnon to confirm.
3. Councillor Herlihy supplied a copy of an email that showed some deficiencies with the trail including low spots and bridges. The photos in the email were discussed, and it was noted the issue of the trail surface had already been addressed. Other issues included the low spots in the park that will need to be built up. The width of the bridges was noted as being wider to allow easier movement of equipment around the trail.
4. The completion of the trail was projected to happen in the Spring of 2026. Kim will reach out to landscaping companies for a quote on completing the trail.

iii. Parade Float

1. With the completion of the new Town Mascot Maizie, discussion started again for the creation of a Town of Cornwall Parade float that could be entered in parades in Cornwall and other communities.
2. Two options were discussed. The first was a float similar to the Rotary float that is a trailer with signage on it pulled behind a truck. The second was a trailer that was clad on the outside with Town of Cornwall signs and decorated for each event with benches inside for people to sit on.
3. Kim noted that there is a trailer at the Terry Fox Club house that she has been keeping with the thought of using it for a parade float. The trailer would need some work before it can be made into a float.
4. Kim is taking the Town bus in to have decals put on and will ask the company about making signs for the sides of a 14' trailer.
5. It was noted that the budget for the parade float was increased from \$5,000 to \$7,500.

iv. Sponsorship

1. This item was sent back to the Parks and Recreation Committee from the Council.
2. The concerns raised were the price of the sponsorship and questions of if we were cutting in to sponsorships of sport groups using the sport fields.
3. The question of the price was around the cost in the first year being higher than the second year. It was noted that the cost was higher in the first year to pay for the sign to be placed at the Terry Fox Fields.
4. The question of the signs currently at the Terry Fox Complex (i.e. Mark McLane, Heath MacDonald, etc.), were these sold by the teams? Kim noted that the signs currently at the Terry Fox Complex are part of annual sponsorship agreements with the businesses/individuals on the signs.
5. Kim noted that the minor sports teams using the facility were given the opportunity in the past to generate some funds by selling signs to businesses. There was minimal uptake on this opportunity.
6. Councillor Campbell asked f the Town implements the sponsorship package, would minor sport groups still be allowed to canvas businesses for sponsorship in the form of selling sign space. It was noted that yes, they would be, and the cost of the sign would be up to the group selling it to set. There will be no conflict with the Town if the sport groups wanted to place signs.

7. The sponsorship cost was discussed and noted to be outdated. Councillor Campbell suggested making the Bronze Package \$1000, and the silver at \$1500.
 8. Kim presented the committee with the idea of making the sponsorship package more focused on the Town of Cornwall events (Snowfest, Canada Day, and Cornfest). The package would be priced at \$2500 for example to get promotion in all the events and a sign at a location of your choice, or \$500 for an individual event. The pricing for this was discussed and it was requested that the total sponsorship for one year per sponsor be presented at the next committee meeting.
- v. Benches with roof/covers
1. This was requested by a councillor and discussed with Kim outside the meeting.
 2. It was noted there was limited space along the trails to place benches. The location suggested was along the active transport trail, by the Town water tower.
- vi. Timberwolves letter
1. A letter was sent to Chair Stevenson from the president of the Timberwolves regarding the new Female Varsity Tackle Football team. There were three requests. The letter was circulated to the rest of Council by Tracey Laybolt.
 1. An invitation to the opening night of the Female Varsity Team on September 13, 2025. Chair Stevenson is unable to attend, however, Mayor McCourt noted that she will be attending.
 2. The Timberwolves requested the use of the Town of Cornwall 24 Passenger bus for the team to use to attend off island games. Prior to the Committee meeting, CAO Kevin Coady reached out our insurance company to get see if it we would be covered if there was an accident. The insurance company responded with some information regarding accidents and recommended that we not lend the bus out. After some discussion, the committee decided to reach out to the Timberwolves to have them request a donation from council to use for travel to away games. Councillor Campbell suggested that the we let the team know that we will not allow them to use the bus due to a recommendation from our insurance company, but if you would like to send a letter to council requesting a donation for travel, it will be considered.
 3. The group is requesting that a sign stating "Home of the Timberwolves" be placed under the scoreboard at the Turf Field. Chair Stevenson noted that many arenas and sport venues have signs for the teams that play home games there and was in favour of the sign. Kim noted that the soccer turf could be 'Home of RC United', and Holland College also uses the field, so how many signs would we need? Councillor Campbell suggested a sign that could be hung for home games and removed in between. This would allow other teams who use the turf as their home ground to do the same. After some discussion, it was decided that the topic would be sent to the Committee of Council meeting for further discussion.
- vii. Request for Paragliding group to use the hill at Terry Fox Complex for training.
1. This item arose as a result of a group using the hill on September 5th, 2025, and having a conversation with Graham Hicken. Graham suggested that the group reach out to Kim to book the hill space for training new paraglider pilots.

2. Councillor Campbell enquired if we knew the ages of the participants, and Kim let him know we were not sure but would find out. this was to ensure that the waivers the participants are covered by insurance of the group using the hill.
3. The letter to Kim Meunier noted that participants sign waivers before taking the course.
4. Committee members were in favour of the use of the hill if our insurance was fine as well. It was noted that CAO Keving Coady was going to reach out to the insurance company regarding this ask.
5. Chair Stevenson Moved to allow the group to use the hill as long as they let us know well in advance and all participants have a signed waiver with the group providing the training (if the students are under the age of 18, a parent would have to sign.)
6. Mayor McCourt wondered if we have "USE AT YOUR OWN RISK" signs at the Terry Fox Sledding Hill in the winter. Kim noted that we do not but will look into it for the coming winter.

9) **IN CAMERA**
N/A

10) **NEXT MEETING**

The next Parks and Recreation Committee meeting will be held Wednesday, October 8th, 2025, at 4:30 pm.

11) **ADJOURNMENT**

Meeting adjourned at 6:48pm

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks and Recreation

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

Events

Event Recap

○ **Cornfest**

- Another successful Cornfest this past weekend. Great weather and community turnout.
- Flyers were distributed on September 8th via social media and through our local community and our vendor stands (Independent Grocer, Esso, Town Hall, The Hair Shop, Civic Centre)
- Securing sponsorship or donations were more challenging this year due to repeated requests from previous events and business reaching their donation capacity for the year. There was a total of \$ 2,900.00 generated from local business with Sams Restaurant coming in with a \$ 1,000.00 sponsorship for this event.

Event Recap

Wednesday, September 24th, 2025

- Chair Yoga (Free Event) - Roughly 50 participants

Thursday, September 25th, 2025

Seniors Lunch - Sponsored by PEI Seniors Community Meals Grant Program

- 85 Participants
- Corn Chowder and Biscuits
- Pumpkin Pie for Desert (Donated by Mary's Bakery)

Friday, September 26th, 2025

Cornhole and Washer Toss Tournament (Free Event)

- This was canceled due to low number of registrants. (2 registered)
- Our tournament conflicted with the Cornhole championship tournament in Charlottetown that was held at the Eastlink Centre sponsored by PEI Brewing Company. Something to investigate next year so we don't conflict with other tournaments in surrounding areas. We were not aware that this event was taking place.

Desert Bingo (Free Event)

- Great turnout, over 50 participants
- Played for lots of sweet and treats from Mary's Bakery.

Family Movie Night (Free Event)

- Schedule for the evening was watching the movie Field of Dreams on the softball field at Terry Fox.

- This event was unfortunately cancelled due to the weather and wind conditions. Safety was our number one concern in making our decision as the wind would have created unsafe conditions with our projector and screen.

Adult Trivia (\$2/player)

- The event was held at the Civic Centre
- The Cornwall Lions Club provided the bar service for the event.
- 9 teams participated and there was a total of 45 people in attendance.

Saturday, September 27th, 2025

Community Farmers Market/Yard Sale (Free Event)

- The indoor event at the Civic Centre consisted of 25 tables. All who requested the tables were in attendance.
- There were 15 community addresses were added to the Cornwall map as part of our annual Community Yard Sale.
- There was a steady turnout, may not have been as busy as the spring sale.

Pickleball Tournament (Free Event)

- This event consisted separate tournaments on the courts at the Terry Fox
- Recreational Tournament (10am-12pm)-15 registered
- Competitive Tournament (1pm-3pm)- 10 registered
- Great weather and attendance.
- Suggested that prizes be awarded to 1st, 2nd and 3rd for each tournament. A possible solution was to purchase medals for rounds.

Chocolate Bar Bingo (Chocolate Bar admission)

- This event was held at the Civic Centre.
- There were 57 participants and lots of eager players.

Amazing Race (Free Event)

- Initial start was at the Civic Centre
- We had 7 teams participate
- We had several challenges throughout the community
 - Cornwall Library-Locate a book
 - Independent Grocer-Total Cost of 5 Corn Related Products
 - Deckers-Ice Cream Toss
 - Primrose Park-Water Relay
 - Terry Fox Football Field-Kick a Field Goal
 - Village Green-Golden Golf Shot
 - Town Hall-Spelling Challenge
 - Curling Club-Curl the stone into the house
 - Civic Centre-2 challenges (Cornwall Trivia, Puzzle)
- Great feedback from the participants and community supporters. They all loved to participate in this event.

Red Rock Wrestling (Prepurchase Ticket \$20/\$25 at the door)

- Event was held at the APM Centre
- Tickets were sold in advance at various locations
 - Town Hall
 - The Factory Downtown

- Hunters Ale House
- Totally Taco Eatery
- Advertisement posters were distributed throughout the town at various location. Town Hall, Independent, Esso, APM etc.
- Total Number of tickets sold 58 at the door and 137 in advance.

Sunday, September 28th, 2025

Sam's Family Fun Day (Free Event)

- The Littlest Harvest Town and PEI Inflatables
 - Little Harvest Town provided corn related inflatables. These were a big hit and received heavy usage from 1pm – 4:00pm.
 - PEI Inflatables provided the carnival games unit.
 - Provincial inspector arrived to inspect the inflatable due to a call he received. They inspected the units before the children could use, and they all passed inspection. It was noted that all units require an operator to be at each unit. This will have to be factored into the planning for next year.
- Top Hat Party
 - Balloon twisting was a big hit.
 - Lots of little corn stalks and bracelets for all the kids.
- Tie Dye Station
 - The Town purchased 100 bandanas for the children to tie dye.
 - Parks & Recreation staff facilitated this activity.
- Entertainment
 - Hache provided the entertainment for the afternoon.
 - We received great feedback from the attendees. They enjoyed the music provided by this group.
- Corn Shucking Competition
 - Another showing of big competition from participants.
 - Celebrities Included
 - Chair of Parks & Recreation – Councillor Stevenson
 - Counsellor Barnes
 - CAMBA – Sidney Annema
 - Events Committee - Chantal Batchilder
 - Red Rock Wrestling - Chris Cooke
 - Brennan McDuffee
 - We had a mini competition for the kids as well, which seemed to go over well.
 - Champion for this year: Sidney Annema (CAMBA)
- Corn boil and BBQ was provided for residents
 - Event Committee facilitated the Corn boil, at times throughout the afternoon there were line ups but generally not too long of a wait. There were approximately 525 corn cooked.
 - The new chapter of the Cornwall Woman's Institute facilitated the barbeque. There were 800 hot dogs served throughout the afternoon.

Upcoming Events

- **Cornball Tournament**
 - This event will be held on October 4th and 5th.
 - There are 9 teams registered, and games will be played at Terry Fox Sports Complex and East Wiltshire field.
- **Youth Halloween Dance**
 - This event is scheduled for October 24, 2025, at the Cornwall Civic Centre.
- **Community Halloween Event**
 - The annual community Halloween event will be held on Saturday October 25, 2025. We will once again be holding an event for younger children and then a scarier version that evening,

Camps

- **Afterschool Camps**
 - Children participate in a variety of activities each day. (Arts and Crafts, Circle Games, Sports and Outdoor Active Games, Yoga)
 - Children receive a snack upon arriving off the bus and settle into quiet time to complete some homework. If a child doesn't have homework they will participate in a quiet activity (coloring or read a book).
 - One activity added to the schedule this year is "Make you own Snack". One day a week the children will bake their snack for the following day.
 - Snacks consist of homemade cookies, muffins and other healthy options such as veggies and dip, yogurt and fruit. Friday is treat day with popcorn, chips and salsa etc.
 - Groups this month participated in activities for Truth and Reconciliation Day. We had discussions to create awareness. We had several activities planned that included bracelet making, coloring sheets, hand and feather wreaths and other activities.

Programs

- **Fall Programs Update**
 - Adult coed volleyball is off to a great start with 27 participants. The program run every Tuesday at 7:30pm at East Wiltshire school.
 - Baking for kids is strong at 15, to date the group has made cookies and brownies.
 - Ball Fitness has 35 registered, on average there are 25 attending each session.
 - Beginner Hip Hop just started last Friday, 9 are in the class and they had a great session.
 - Beginner K-pop Choreography for teen's is a new program; we have 5 registered and they started last week as well.
 - Chair Yoga has 62 registered for the program, average about 45 each class. This is a popular class providing basic stretching and moving.

- Come Walk the Island has 15 registered, they track their walking kms until they get enough to walk the distance of PEI. Some are over halfway there.
- Dessert Bingo is always a popular program for the seniors, roughly get 25-30 each week.
- The eastern PEI bus trip was full. We had 24 signed up within 24 hours of posting. This is one of the more popular newer programs. The next trip is planned for October 24 and includes visit to Borden Carleton and Summerside and this trip is full.
- Glow in the dark dodgeball has 20 registered, which is very popular with the kids and pre-teens.
- Happy Dance class has 17 people registered with facilitator Sylvie Heche running the class on Tuesdays.
- Outdoor pickleball operates at the maximum capacity for the seniors, beginners, and intermediate level players. The indoor pickleball was full within 48 hours, and there are people on the waiting list.
- Line Dancing has been very popular with Doris Dunphy leading the program. We have 26 in this program.
- Youth Basketball has 8 registered; there is basic skill development than game day.
- Learn to Run has 13 registered for the program. This program started with the basics and is currently building up our endurance throughout the program to be able to run for 40 consecutive minutes, which is the equivalent of 5 KM.
- Kids in the Kitchen have 12 children registered in the program. For the month of September children in the program have the following:
 - Chicken and cheese Quesadilla
 - Spaghetti and Meat Sauce
 - Chocolate Chip Pancakes
 Seniors Lunch
- Senior's lunch has been averaging 80 plus participants each week The meals for September included.
 - Chicken and rice stir fry with spider cookies for dessert
 - Mac and Cheese with vanilla cupcakes
 - Corn chowder with pumpkin pie, which was donated by Mary's Bakery
- 50+ Boot Camp has 12 participants. During the class, participants do a quick walk before moving into cardio and strength training circuits.

Facilities

Terry Fox Sports Complex

- CAMBA hosted the 11U AA Atlantic Baseball Championships from September 11th – 14th at the Terry Fox Sports Complex and East Wiltshire fields. There were teams from New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland participating. The opening ceremonies and skills competition were held at the Terry Fox Sports Complex on Thursday evening. The mayor brought greetings on behalf of the Town and threw out the first pitch.

- The Town is getting set to host the U15 Boys & Girls Soccer Nationals from October 8 – October 13th, 2025. There will be teams representing every province across Canada. We expect there to be lots of spectators around.
- For the month of September, the usage is as follows.

2025	2024 Usage
▪ Soccer Turf – 139 hrs	Soccer Turf – 122.5 hrs
▪ Football Turf – 148.5 hrs	Football Turf – 96.5 hrs
▪ Baseball Field – 22hrs	Baseball Field – 65.5hrs
▪ Softball Field – 48 hrs	Softball Field – 52.5hrs
▪ Volleyball Courts – 34.5hrs	Volleyball Courts – 18hrs
▪ Tennis Courts – 85hrs	Tennis Courts – 17hrs
▪ East Wiltshire Fields – 92 hrs	East Wiltshire Fields – 35 hrs
▪ York Point Fields – 11.5hrs	York Point Fields – 4rs

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: October 22, 2025

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-09-2025 Purchase of new play structure for Lowther Park

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Steven Campbell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: The Parks and Recreation Committee have chosen Lowther Park to receive upgrades in 2025;

And Whereas: The survey sent to residents noted that play structures for all ages were important in the park;

And Whereas: The Parks and Recreation Committee reviewed quotes for several play structures from PlayPower Canada;

Therefore, be it Resolved: That the Town of Cornwall purchase the play structure labeled as Option 1, of those that were reviewed, and is attached to this resolution at a cost of \$57,500.00 inclusive of HST.



PlayPower LT Canada, Inc.
 PO Box 125, Paris
 Ontario, Canada N3L 3E7
 1-800-265-9953

QUOTE: E0001250083

Project: E0001_45761535248_03

Bill To:

Accounts Payable
 Town of Cornwall
 P.O. Box 430
 Cornwall, NS C0A 1H0
 902-566-2354 (phone)
 902-566-5228 (fax)
 town@cornwallpe.ca

Project Name & Location:

Lowther Park - **Option 1**

Prepared by:

PlayPower Canada
 Scott O'Reilly
 PO Box 125
 Paris, ON N3L 3E7 Canada
 (800) 265-9953 (phone)
 (902) 463-9839 (fax)
 scott.oreilly@playpower.com

Ship To Address:

Clarence Frizzell
 Town of Cornwall
 39 Lowther Drive
 Cornwall, NS C0A 1H0
 902-566-2354 (phone)
 902-566-5228 (fax)
 cafrizzell@cornwallpe.ca

End User:

Clarence Frizzell
 Town of Cornwall
 39 Lowther Drive
 Cornwall, NS C0A 1H0
 902-566-2354 (phone)
 cafrizzell@cornwallpe.ca

Quote Number: E0001250083
 Quote Date: 2025-10-07
 Valid For: 30 Days From Quote Date

*Pricing Shown in CAD

PlayArea_1

Product line: PlayBuilders
 Age group: 18mon-12yrs
 STRINGER

Global defaults

Entry Sld Clr F/Slide A	LIME
Entry Sld Clr F/Slide B	LIME
Exit Sld Clr F/Slide A	LIME
Exit Sld Clr F/Slide B	LIME
Laminated Panel	LIME-SAND-LIME
PB Ground Cover	Buried
Pb Overhead Color	SAND
PB Panel/Crawl Tunnel Color	LIME
PB Periscope Frnt Pnl Clr	BEIGE
PB Slide Color	BROWNSTONE
PB Village Panel Color	BEIGE
PB Vinyl Clr	SAND
Play Builder Accent Color	DARK BROWN
Play Builder Post Color	FOREST GREEN
Quan II Hood Clr (Slide A)	BROWNSTONE
Quan II Hood Clr (Slide B)	BROWNSTONE

10/7/2025

Components

Part Number	Description	Qty	Weight	Volume
100005274	Square Deck	2	77.00	2.92
100005350	Half-Square Deck	4	75.00	1.51
100010147	Kit Shim f/ Sgl Wd Slides w/ hardware	1	1.00	0.05
100011005	Access Ramp Dbl for Kid Timber (Black)	1	320.00	40.00
200054611	Bubble Panel, arch, plastic, above deck PB Panel/Crawl Tunnel Color: BEIGE	1	22.00	2.51
200054653	Village Counter Panel PB Village Panel Color: BROWN	1	34.00	10.53
200054654	Village Seat Panel	1	46.00	13.75
200058177	Safety Loop Assembly	1	17.00	0.83
200061532	Inter-Deck Step, 406 mm (16") w/safety loops	1	53.00	4.84
200064813	Wave Slide, 1220 mm (48") deck	1	114.00	38.85
200072938	TOOL BOX F/PLAY BUILDERS (MM)	1	5.00	0.36
200092985	Stepping Stones - sold singly	1	39.00	7.90
200097693	Side Step Climber, 2440 mm (8'), deck to post	1	117.00	19.31
200117657	Circle Overhead PB Ground Cover: 1.5 IN. SURFACE MOUNT	1	162.00	42.50
200126270	4' (1.2 m) Arch Bridge w/safety rails	1	263.00	5.06
200200196	Deck-To-Deck, 205 mm (8") with faces (accent color)	1	14.00	0.40
200200202	Deck-To-Deck, long, 205 mm (8") f/ split deck, with faces (accent color)	2	19.00	0.50
200200531	KIT MAINTENANCE PB W/O LIST PRICE	1	0.00	0.00
200201291	Chin Up Panel, PB	1	60.00	5.00
200202028	Talk Tubes, Structured Mount to Free Standing	1	59.00	41.00
200202410	PB Incline Crawl Tunnel 815MM/32" DK2PT	1	155.00	75.00
200202610	PB 69" POST W/CAP	2	25.00	1.20
200202612	PB 98" POST W/CAP	1	36.00	1.60
200202613	PB 106" POST W/CAP	1	39.00	1.70
200202614	PB 114" POST W/CAP	5	42.00	1.90
200202615	PB 122" POST W/CAP	1	44.00	2.00
200202617	PB 138" POST W/CAP	2	50.00	2.30
200202618	PB 146" POST W/CAP	2	53.00	2.40
200202619	PB 154" POST W/CAP	1	56.00	2.50
200203193	Beatblocks Panel	1	55.00	2.00
200203309	Quantum II Slide, Double Entry (56") PB Ground Cover: 1.5 IN. SURFACE MOUNT	1	235.00	109.60
200203717	Tree 3D Post Topper	5	25.00	1.00
200203924	MINI GLIDING GEARS INSERT	1	10.00	0.50
200203926	MINI SENSORY FIDGET INSERT	1	10.00	0.50
200203937	PANEL DBL MINI INSERT F/PB DKMT Laminated Panel: FOREST GREEN-SAND-FOREST GREEN	1	45.00	0.70

Components

Part Number	Description	Qty	Weight	Volume
787Z	RISK MANAGEMENT SIGN - ENGLISH	1	0.00	10.00

Additional Items

Part Number	Description	Qty	Weight	Volume
105295	BAG ZIPLOCK 12" X 14"	1	0.00	0.00
200111492	Label, Identification stamped w/rivets	2	0.00	0.00
200305596	14' MED CRATE (ASSY DOMESTIC)	2	277.00	0.00
200305597	14' LARGE CRATE (ASSY DOMESTIC)	3	385.00	0.00
925605	LABEL P/C (18 MOS TO 12 YRS) PPLT	2	1.00	0.00
925960	THUMB DRIVE 2GB - PPLT	1	0.00	0.00

INSTALL INSTALL BOOK FOR PP ORDERS 1 0.00 0.00

Totals:

Equipment Weight:	4,805.00 lbs	
Equipment Volume:	478.17 ft ³	
Products Subtotal:	\$44,330.00	
Freight:	\$5,670.00	Code: COA 1H0
SubTotal:	\$50,000.00	
HST:	\$7,500.00	
Grand Total:	\$57,500.00	

Make Purchase Orders Out To:

PlayPower LT Canada, Inc.

Remit Purchase Orders To:

PlayPower LT Canada, Inc.
Attention: Sales Administration
PO Box 15978, Station A
Toronto, ON M5W 1C1
1-800-265-9953

Make Checks Payable To:

PlayPower LT Canada, Inc.

Remit Checks To:

By Canada Post:
PlayPower LT Canada, Inc.
PO Box 15978, Station A
Toronto, ON M5W 1C1

LockBox Overnight Address:
(Urgent situation only)
JP Morgan Chase Bank, N.A.
Suite 4500, TD Bank Tower
Atten: Lockbox 15978
66 Wellington Street West
Toronto, ON M5K 1E7

NOTE:

* Applicable sales taxes will be confirmed once order and any tax certificates are received

† Denotes drop ship item.

Unloading, storage, installation, surfacing and site work are not included unless specifically noted on quotation.

Not responsible for filter cloth, irrigation rerouting, grass damage, or checking for underground utilities.

If installation is quoted, it is assumed that the site has been prepared and that any grade slope in any direction does not exceed 2%. In the event that unexpected soil conditions, such as subsurface rock, are encountered during installation, additional costs to the customer will be applicable.

The acceptance signature below serves as authorization to order the items quoted and indicates acceptance of the prices listed. All terms are subject to credit approval.

COMMENTS:

This playground contains 16.98% recycled content

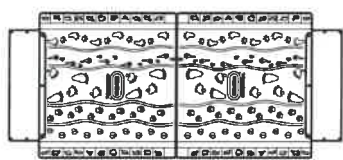
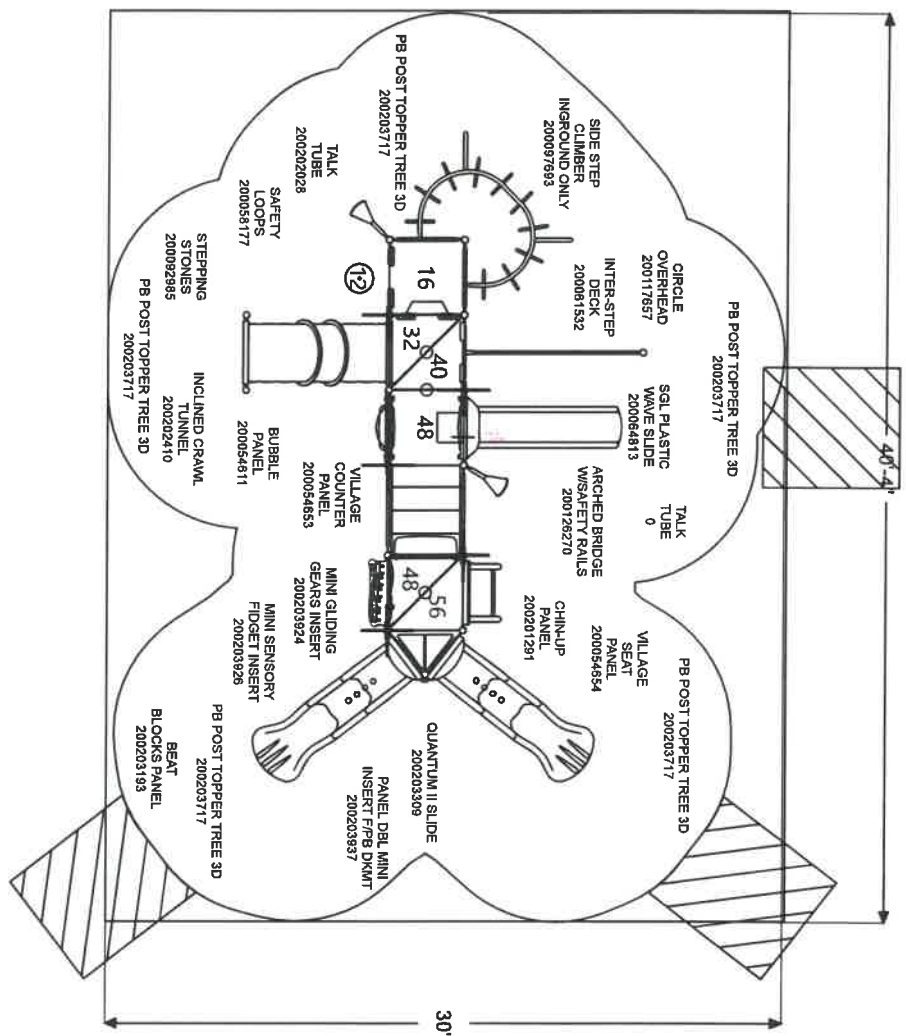
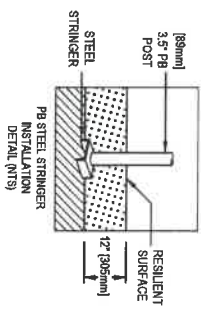
This playground qualifies for 1 LEED point(s)

This Quote shall not become a binding contract until signed and delivered by both Customer and PlayPower LT Farmington Inc ("PPLT"). Sales Representative is not authorized to sign this Quote on behalf of PPLT or Customer, and signed Quotes cannot be accepted from Sales Representative. To submit this offer, please sign below and forward a complete signed copy of this Quote directly to "PPLT Sales Administration" via fax (417)354-2273 or email outdoordes@LTCPS.com. Upon acceptance, PPLT will return a fully-signed copy of the Quote to Customer (with copy to Sales Representative) via fax or e mail.

THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN. PPLT objects to any other terms proposed by Customer, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Customer authorizes PPLT to ship the Equipment and agrees to pay PPLT the total amount specified. Shipping terms are FOB the place of shipment via common carrier designated by PPLT. Payment terms are Net-30 days from invoice date with approved

General Notes:

- Age Group 8m-5yrs 5-12 yrs 12m-12yrs 13+ yrs
- No-encroachment zone- that additional area adjacent to the equipment surface zone intended to allow protection from falling objects and to minimize the risk of injury to pedestrians. CSA-2614
 - Although a particular playground design may not meet the requirements of CSA-2614, the appropriate number of ground level seats, the actual playground may be in compliance when considering the following play components:
 - All equipment shall be separated from top of ground cover.
 - Fall absorbing ground cover is required under and around all play equipment.
 - Equipment shall be installed in all areas around the entire play structure is shown. This zone is to be free of all tripping or collision hazards (i.e. roots, rocks, border).
 - All post heights are identified by text showing the post height, i.e. 56 represents a 56 inch post.
 - Not all equipment may be appropriate for all children. Separation is required.

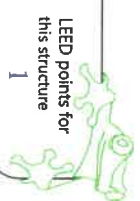


Playground Layout Compliance:

CSA-Z614 - Playground Equipment for Public Use

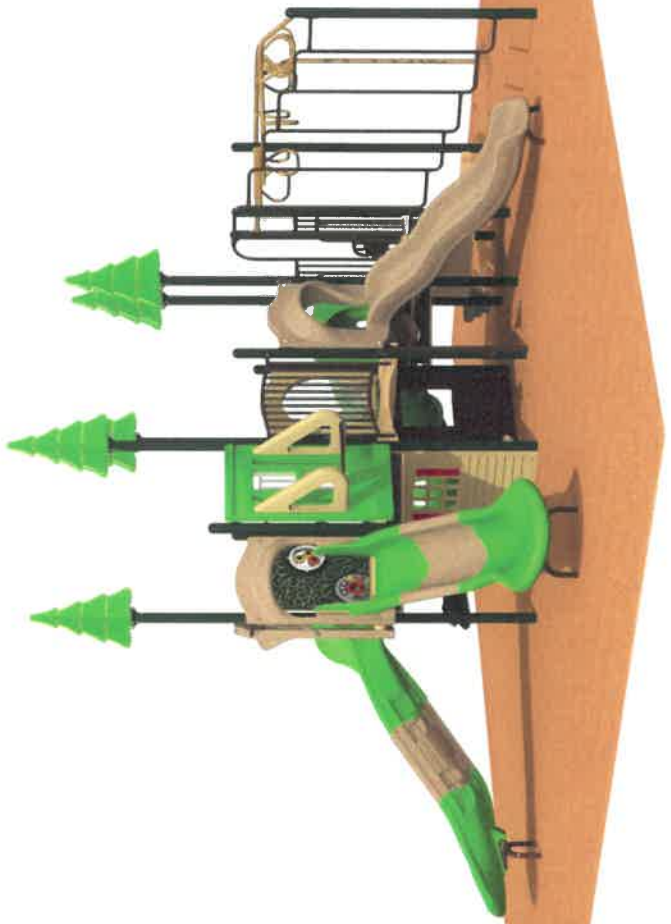


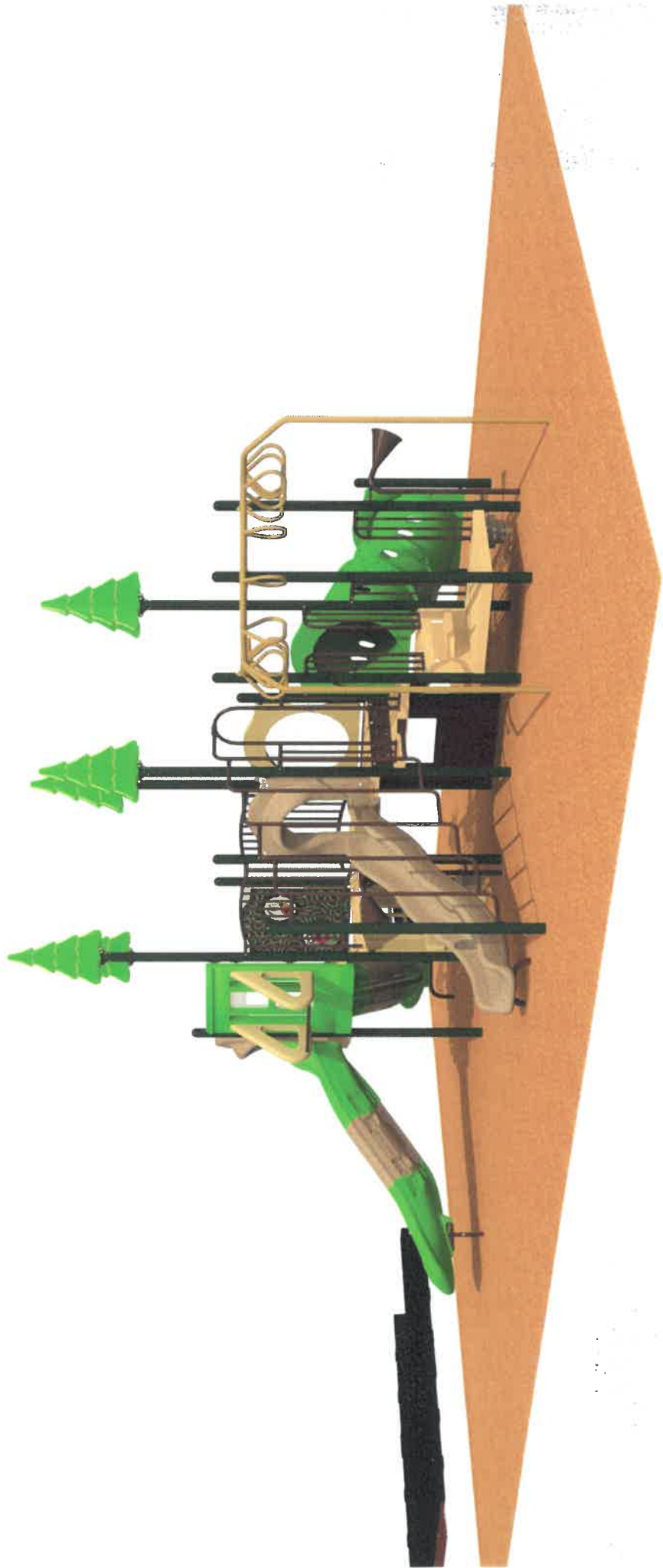
The play components identified in this plan are PEMBA certified. The use and layout of these components conform to the requirements of CSA-Z614.

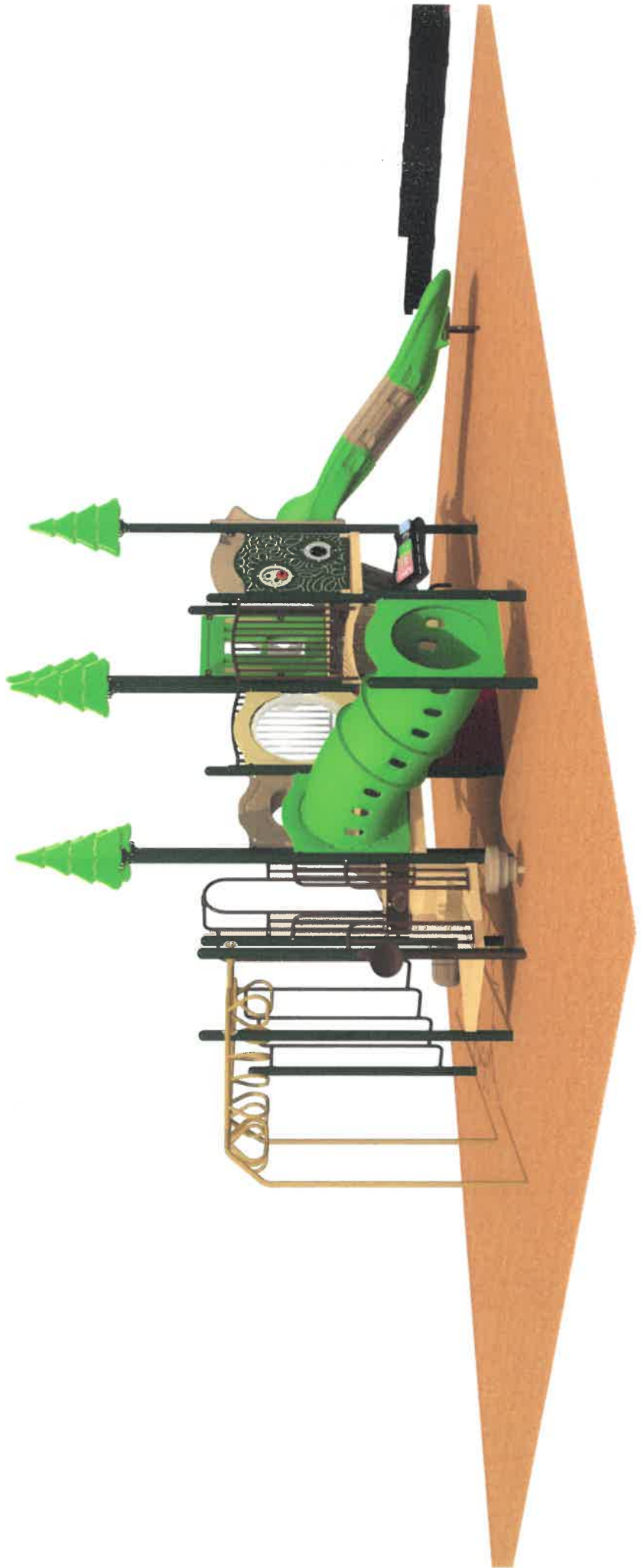


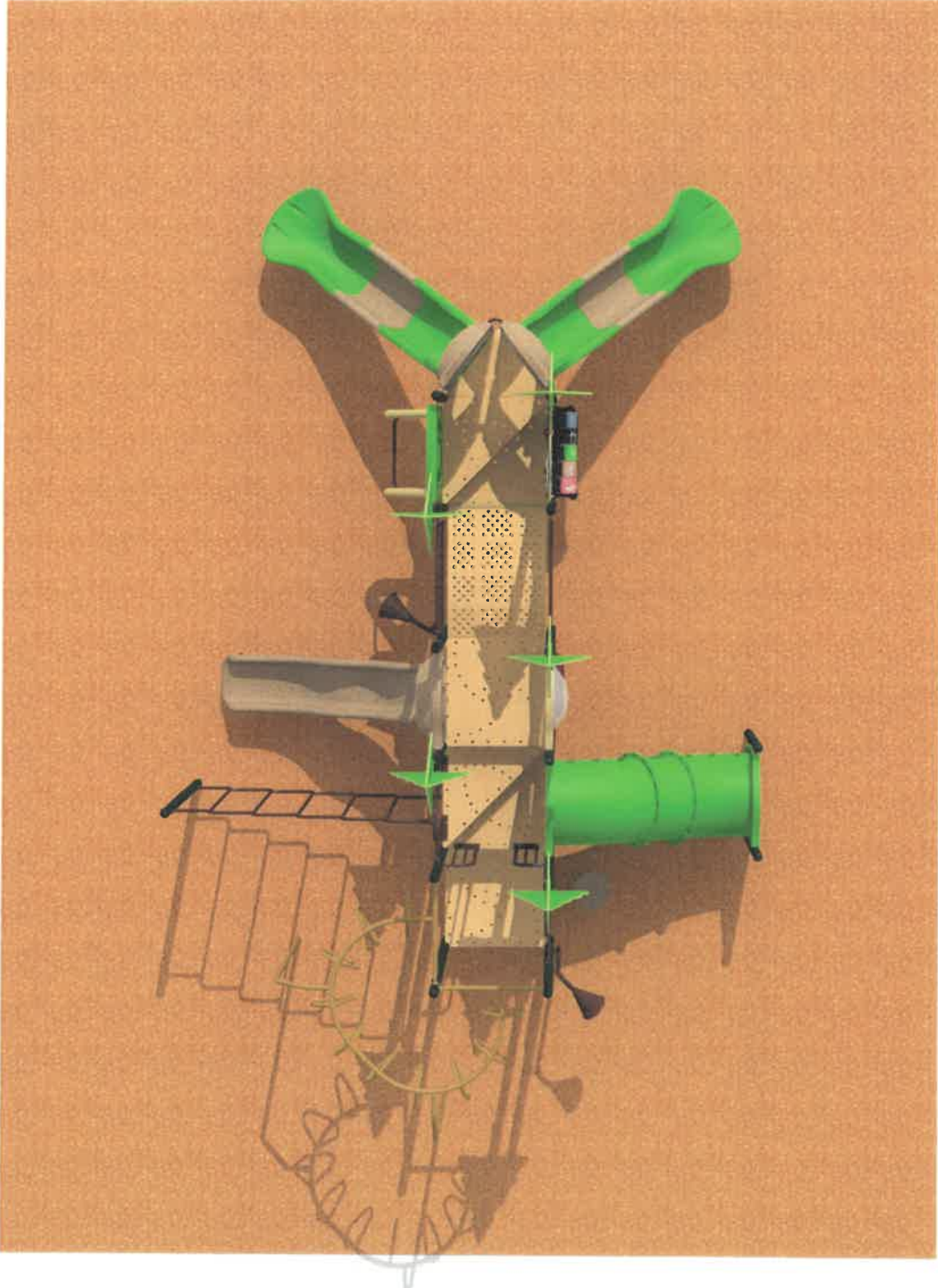
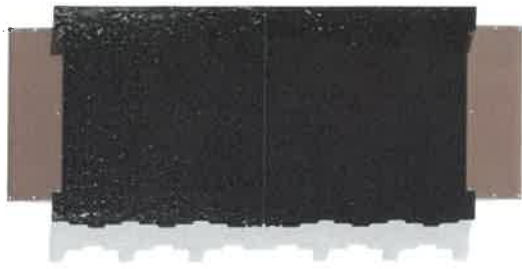
Child Capacity: 35

Project: Lowther Park Cornwall, PEI
LTCPS rep: Scott O'Reilly PlayPower LT Canada (902) 471-1415
Ground Space: 29'-6" x 18'-0"
Protective Area: 40'-6" x 30'-0"
Drawn by: Scott O'Reilly
Date: 2025-10-07
DWG Name: E0001_45761535248
LTCPS - Farmington 878 East Highway 60 Monett, Missouri 65708 Voice: 1-800-325-8828 Fax: 417-334-2273











TOWN OF CORNWALL

RESOLUTION

DATE: October 22, 2025

DEPARTMENT: Parks and Recreation

MOTION NUMBER: PR-10-2025 In kind support of Westwood School Outdoor Learning and Community Garden Initiative

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Parks and Recreation Committee were presented with a request for in kind support of the new Outdoor Learning and Community Garden Initiative from the principal of Westwood School;

And Whereas: The in kind support requested was tilling service for the gardens and technical consultation from parks staff, which support the Town can provide;

And Whereas: The Town desires to assist in making this endeavour a success;

Therefore, be it Resolved: That the Town of Cornwall support the Westwood School Outdoor Learning and Community Garden Initiative through the in kind support requested.

PROJECT SUMMARY - DRAFT

Westwood Primary Outdoor Learning & Community Garden Initiative

Grant Stream: Community Catalyst Grant (up to \$7,500)

Requested Amount: \$7,500

Project Timeline: April 2025 - May 2026

Lead Organization: Westwood Primary School

THE PROBLEM:

At Westwood Primary, K-3 students and teachers spend most learning time indoors. Despite available outdoor space with existing (but deteriorated) garden beds, there are limited opportunities for:

- Hands-on nature-based learning
- Regular outdoor curriculum delivery
- Family engagement in environmental education
- Community connections around food and nature

COMPASS data shows only 5% of PEI students meet screen time guidelines. Our students demonstrate limited knowledge of local plants, growing cycles, and connections between food and nature.

THE SOLUTION:

Transform existing garden space into an active outdoor learning environment where students regularly engage with nature through curriculum-connected activities, and families/community members participate alongside them.

PROJECT COMPONENTS:

1. Outdoor Learning Infrastructure

- Revitalize existing garden beds (tilling, soil amendment, planting)
- Install native plants, vegetables, pollinator-friendly species
- Create organized, accessible learning stations for K-3 students
- Provide tools and materials for regular outdoor lessons

2. Curriculum Integration

- Partner with Canadian Wildlife Federation for ready-made, curriculum-aligned outdoor learning resources
- Pilot implementation with 3-4 volunteer teacher classrooms (60-80 students)
- Weekly outdoor lessons connecting to science, math, literacy outcomes
- Students observe, measure, document, care for living systems

3. Family & Community Engagement

- Monthly Family Garden Days (spring/fall) - hands-on learning for students and parents
- Take-home materials extending learning beyond school
- Guest workshops with local experts (students + families invited)
- Fall harvest celebration sharing produce with families/community

4. Professional Development

- Teacher training on outdoor curriculum delivery
- Seasonal planning support from local gardening experts
- Creation of replicable lesson templates for future expansion

PARTNERSHIPS (PENDING CONFIRMATION):

Town of Cornwall (*in-kind support*)

- Tilling service for garden beds
- Municipal compost access/delivery
- Technical consultation from parks staff

Canadian Wildlife Federation (*curriculum resources*)

- Access to Wild Outside programming adapted for PEI context
- Age-appropriate K-3 lesson plans
- Teacher support materials

Local Experts (*guest workshops*)

- PEI gardening professionals
- Indigenous knowledge keepers (traditional plant uses)
- Agricultural educators

High School Partnership (*potential*)

- Shop class support for garden structures/signage
-

BUDGET OVERVIEW (\$7,500):

- **Garden Infrastructure:** \$2,000 (soil, compost, plants, mulch)
 - **Outdoor Learning Materials:** \$1,000 (wagon, clipboards, waterproof blankets, observation tools)
 - **Garden Tools & Equipment:** \$1,500 (child/adult tools, storage, safety gear)
 - **Curriculum Development:** \$1,200 (CWF resources, books, teacher guides)
 - **Expert Workshops:** \$900 (3 sessions @ \$300 each)
 - **Family Engagement:** \$700 (Family Garden Day supplies, take-home kits, harvest celebration)
 - **Transportation:** \$200 (supply delivery within PEI)
-

MEASURABLE OUTCOMES (May 2026):

- 3-4 pilot classrooms use garden weekly for curriculum-connected lessons
 - 60-80 students participate in regular outdoor learning
 - 40+ families attend at least one Family Garden Day
 - Students can identify 5-10 native PEI plants and understand growing cycles
 - Teachers have documented lesson plans for Year 2 expansion
 - Garden space actively maintained and integrated into school culture
-

SUSTAINABILITY PLAN:

Year 1 (2025-26): Grant-funded pilot with motivated teachers

Year 2 (2026-27): Expand to additional classrooms; basic supplies (~\$600) absorbed into school budget

Year 3+: Outdoor learning embedded in K-3 curriculum; minimal annual costs for consumables

Pilot teachers will mentor colleagues, creating capacity for schoolwide implementation without ongoing grant dependency.

TARGET POPULATION:

- **Primary:** 60-80 K-3 students in pilot classrooms
- **Secondary:** 40+ families of participating students
- **Future:** All 200+ K-3 students as program expands

Particular benefit for students needing stronger community connections, increased outdoor physical activity, and hands-on learning experiences.

ALIGNMENT WITH GRANT PRIORITIES:

- ✓ **Physical Activity:** Regular outdoor movement, garden maintenance work
 - ✓ **Healthy Eating:** Growing food, understanding nutrition, connecting to local food systems
 - ✓ **Social Determinants of Health:** Family skill-building, community connections, food literacy
 - ✓ **Comprehensive School Health:** Creating supportive physical environment for learning
-

CONTACT:

Patrick Richard, Vice Principal
Westwood Primary School
patrickrichard@edu.pe.ca
902-368-6855

STATUS: Draft pending partner confirmation. Full application due October 6th, 2025.

**TOWN OF CORNWALL
PUBLIC WORKS COMMITTEE MEETING
Wednesday, September 24th, 2025, at 5:30 PM**

Chair: Councillor Steven Campbell
Present: Councillor Elaine Barnes (Zoom)
Mayor Minerva McCourt

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

Regrets: Councillor Corey Frizzell

CALL TO ORDER

The meeting was called to order at 5:20 p.m. by Chair Campbell.

LAND ACKNOWLEDGEMENT

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

APPROVAL OF THE AGENDA

It was moved by Councillor Barnes and seconded by Mayor McCourt that the agenda be approved with the addition of three items added under Other, Speed Humps, Potholes and Social Media.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Barnes, seconded by Mayor McCourt that the Public Works Committee minutes of June 25, 2025, be approved as circulated with correction to Kevin Coady's title from Chief Executive Officer to Chief Administrative Officer.

Motion Carried

BUSINESS ARISING FROM MINUTES

FALL SENIORS' CLEANUP

The Town has scheduled the Seniors Fall Cleanup for November 12–14, aligning with Island Waste Management's fall cleanup dates. This initiative will focus on the collection and disposal of bulky items such as furniture, large appliances, and tires.

Residents who are seniors or have mobility challenges must preregister with the Town prior to the week of the cleanup to ensure their items are included.

Promotion of the cleanup will take place at the seniors' lunch, through social media channels, and via the 50+ Club.

ACTION ITEMS

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

Security – Belanger is scheduled to install intrusion alarms at the pumphouses when they are working on new communication components with the new water tower in November 2025.

Streetlights – New poles and streetlights were installed on York Point Road. Request for additional 2 lights on Pamwayne Drive and an additional light on Cathy Drive are outstanding.

Stop Bars – Stop bars have been repainted at intersections around Town over the summer.

Sidewalk Pads – Staff has contacted Highways to install signage and paint crosswalks at the approved locations now that the sidewalk pads have been installed.

CROSSWALK REQUEST

The Town received a request to mark a crosswalk at the intersection of Cornwall Road and Church Street. This request has been forwarded to the Department of Highways for review and approval. Preliminary approval has been granted; however, final approval is pending a site line assessment to ensure adequate visibility for vehicles approaching the intersection.

To accommodate the proposed crosswalk, the Town will be required to install new landing pads on Church Street.

PAVING

It has been noted that the majority of paving projects submitted to the Department of Highways for this year remain incomplete. Discussions with Provincial representatives revealed that several other projects have exceeded budget allocations, limiting available funds to resurface all the roads requested by the Town.

Town staff will prepare a paving list for 2026, informed by assessments conducted this fall. This list will also include any paving projects that were deferred from 2025.

OTHER

SPEED HUMPS

The Town received a request for a speed hump on Erin Court. Concerns around vehicles at high rate of speed and road is next to park area. Speed hump on Erin Court has been approved and will be installed in May 2026. Staff will start removing speed humps after Thanksgiving, with all speed humps being removed by October 31st.

It was discussed that speed humps are traffic calming devices, distinct in function from traffic control devices such as stop signs. Traffic calming devices, like speed humps, are typically placed mid-block to reduce vehicle speeds as they travel through residential areas. In contrast, stop signs are used at intersections to regulate vehicle movement and prevent collisions.

However, both types of devices have limitations. Without consistent enforcement of speed limits by law enforcement, it is difficult to ensure that all drivers maintain safe and reasonable speeds in residential neighborhoods.

POTHoles

Chair Campbell informed the Committee that Councillor Herlihy had reported the potholes in her neighbourhood were repaired, and residents expressed satisfaction with the completed work.

SOCIAL MEDIA

Councillor Barnes recommended that the Town put out some social media posts with information about who to contact for issues with roads and other services. This can be helpful for residents to get in touch with the right department quickly when they have an issue.

MEETING TIME

The next meeting time is Wednesday, November 26th, 2025, at 5:30p.m. at the Town Hall.

MEETING ADJOURNED AT 5:54 p.m.

STEVEN CAMPBELL
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

DRAFT