

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
October 15, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

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

Regrets: Nil

Also: Kevin Coady - CAO
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Manager of Planning and Development
Kim Meunier – Manager of Parks and Recreation
Geoff Baker – Municipal Engineer and Special Projects Coordinator
Doug Longmoore – Manager of Infrastructure

CALL TO ORDER

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

There were three members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the agenda be approved as amended with item 8-b-1 moving to “in camera”.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Mayor McCourt will recuse herself for section 8-b-1 that moved to “in camera” as it could benefit a family member.

ADOPTION OF PREVIOUS MINUTES

September 17, 2025 - It was moved by Councillor Campbell and seconded by Councillor Stevenson that the minutes of September 17, 2025, be approved as circulated, with Councillor

Herlihy noting that Hindu was misspelled in Correspondence.

Motion Carried

GUESTS/PRESENTATIONS

- a) PEI ATV Federation: Peter Mellish and Chris Paynter thanked Council for the opportunity to present about the potential for ATV Access in Cornwall and how Cornwall can benefit from being part of the tip-to-tip provincial ATV trail network. This would establish a managed access trail system in Cornwall, increasing rider compliance through regulated access. There was discussion with Council about complaints of people using Town streets and how this may help mitigate these as there would be designated streets that could be used. Other areas are using this system, and it is working.
- b) CAWG – Naturalization Areas: Hannah MacLean presented a map of the current naturalization areas in the Town. There was discussion about issues with certain current areas and the possibility of exploring other locations to add more naturalization areas. There may be residents who would like to participate and naturalize part of their property.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

- a) **Second Quarter Financials** – Deputy Mayor MacIsaac thanked Corporate Service Manager MacKinnon for her work on the reports and for making them easy to understand.
- b) **Animal Control Bylaw – Resident Request – Update** – CAO Coady looked at other local municipality’s Animal Control Bylaws to compare to Cornwall’s regarding cats; a summary was provided in the package. There was discussion on keeping the current bylaw and taking “dogs” out of it and coming under the Provincial Dog Act for dog control in the town. CAO Coady will prepare a memo on this item for the next Municipal and Emergency Services Committee meeting.
- c) **TOC Standing Committees** – With Councillor Barnes’s upcoming leave of absence, it was determined by the Mayor that the Standing Committees would remain as is at least until the end of Councillor Barnes’s leave. With two Councillors in attendance, the committees that Councillor Barnes sat on will still have quorum if both members attend.

CAO Coady welcomed Geoff Baker as the new Municipal Engineer/Project Coordinator. Geoff was the CAO in Kensington for 18 years and is a great addition to the Town of Cornwall.

PLANNING

- a) Reports/Minutes – The Committee did not meet.
- b) Information Items

i) Rezoning PIDS 406926 and 245969 – Moved “in camera”.

c) Request for Decision –

Affordable Housing Project – 103 Kingston Road – Density Bonus Request

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution that the Town of Cornwall Council grants a 10.9% density bonus to Kingston Holdings Inc. for the proposed Lot 25-2A PID 1186386 development on Kingston Road as shown on the attached drawing, conditional on entering into a Subdivision Agreement.

Planning and Development Manager Griffin noted that the developer’s application meets the accessibility criteria for the density bonus that would allow 8 more units than the lot currently allows.

ENVIRONMENT and SUSTAINABILITY

a) Reports/Minutes – September 15, 2025 (draft) – included in the package – Councillor Herlihy provided the following updates:

- The Committee did not meet in October, and the next meeting is scheduled for November 10.
- The Committee will be reviewing the forestry plans from Stratford and Charlottetown.

b) Information Items – Nil

c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

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

- The E-Watch camera locations have been identified. The cameras will be covered through the City Police insurance, and they are fully responsible for maintenance and repairs. The camera in North River is scheduled to be installed by the end of the month.
- The Committee toured the E-Watch facility and were very impressed with how well things are run.

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

b) Information Items – Nil

c) Requests for Decision

E-Watch Cameras and Locations

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall approve the purchase of E-Watch cameras as in the proposal provided by the Charlottetown City Police in the amount of \$28,000.00.

PARKS and RECREATION

a) Reports/Minutes

- (i) Minutes – September 10, 2025 – included in the package.
- (ii) Manager’s Report – October 2025 – included in the package. Councillor Stevenson provided the following updates:
 - Cornwall Cornfest went extremely well.
 - The Cenotaph Service was well attended, and the committee are very grateful for the Town’s continued support.
 - The Halloween Youth Dance will take place on October 24.
 - The Haunted Trails will take place on October 25.
 - The Department has put a call out for addresses to be added to the Halloween House Decorating Tour. A map will be posted for residents to enjoy the decorated houses.
 - The senior bus tours have been very popular; there has been a request for a trip to Moncton.
 - The Committee continues to work on the sponsorship package and parade float ideas.
 - Big thanks to Manager Kim and staff for their work making the events so successful.
 - The Committee is looking to support an initiative promoting inclusive outdoor activities.
 - Councillor Frizzell requested an update on the bushes that are overgrown on a trail in Primrose. An elderly resident has been having issues with people walking on her property as that area of the trail is unpassable. Parks and Recreation Manager Meunier advised that she has been in touch with the property owner but has been unable to coordinate a time to meet. She will follow up to come up with a solution. Councillor Frizzell noted that he is disappointed with the timeline for getting this taken care of.
 - Councillor Frizzell requested clarification on why other associations were unable to use the football turf last weekend during the U15 Soccer Nationals. Manager Meunier advised that the organizers had requested no extra activity during their tournament due to safety issues for their participants. Manager Meunier advised that when the tournament was booked, any associations that would be affected by the booking were advised and the Town had not received any complaints. Councillor Frizzell expressed his concern that the tournament was able to tie up the whole facility. CAO Coady noted that this can be a learning experience for similar future events clarification will be required on how many fields are being booked.

b) Information Items – Nil

c) Requests for Decision –

Lowther Park Playground Equipment

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

Westwood School Project – In-Kind Support

It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution that the Town of Cornwall support the Westwood School Outdoor Learning and Community Garden Initiative through the in-kind support requested.

PUBLIC WORKS

- a) Reports/Minutes – September 24, 2025 (draft) – included in the package. Councillor Campbell provided the following updates:
 - The Committee discussed the Town-assisted fall clean-up initiative that will take place in November. Residents will be able to sign up at Town Hall to have Town staff remove their debris/garbage. Councillor Herlihy would like the promotion to be inclusive of anyone who needs assistance getting things taken away.
 - Crosswalk landings have been installed and are now waiting for lights to be installed at the new locations.
 - The Committee has invited Steve Yeo from the Province out to a future meeting.
 - Speed humps will be removed by the end of October.
 - Meadowbank Road was widened and paved over Thanksgiving weekend. Kudos to the Province for getting the work completed so quickly.
 - The Committee would like posts done once again regarding no street parking during the winter months.
 - Councillor Stevenson thanked staff for moving the mobile radar sign and cutouts to different neighborhoods.
- b) Information Items – Nil
- c) Requests for Decision – Nil

WATER/SEWER UTILITY

- a) Reports/Minutes – October 6, 2025 (draft) – included in the package. Councillor Barnes provided the following updates:
 - The Water Tower completion has been delayed due to defective materials, and the company is working to rectify the situation.
- b) Information Item – Nil.

c) Requests for Decisions –

C.H.A.N.C.E.S. Request for Project Assistance -

It was moved by Councillor Stevenson and seconded by Councillor Frizzell to bring forth a resolution to Council that the 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.

CORRESPONDENCE

Nil

OTHER

Nil

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move into extra time at 7:02pm.

IN CAMERA

MGA s.119(2)(b) It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move “in camera” at 7:03pm. **Motion Carried**

Motion Carried

The meeting resumed regular session at 7:27pm.

ADJOURNMENT

The meeting was adjourned at 7:28pm.

Jill MacIsaac Deputy Mayor, Chair