

**Cornwall, Prince Edward Island  
Regular Meeting of Council  
Wednesday, October 22, 2025  
4:30 PM**

**Present:** Mayor Minerva McCourt – presiding  
Deputy Mayor Jill MacIsaac  
Councillor Elaine Barnes (via Zoom)  
Councillor Corey Frizzell  
Councillor Judy Herlihy  
Councillor Cory Stevenson

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

**Regrets:** Councillor Steven Campbell

**CALL TO ORDER**

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

**LAND ACKNOWLEDGEMENT**

Read

**APPROVAL OF THE AGENDA**

Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson, that the agenda be approved as circulated with the addition of section 8.a.3 – Bell Concurrence Letter and Correspondence.

**Motion Carried 5-0**

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

Nil

**APPROVAL OF THE MINUTES**

- a) **September 24, 2025, Regular Council Meeting:** Councillor Stevenson moved, seconded by Deputy Mayor MacIsaac, that the minutes of September 24, 2025, Regular Council Meeting be approved as circulated.

**Motion Carried 5-0**

**BUSINESS ARISING**

Nil

**GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS**

Bonnie MacLean – Seymour Drive Concerns – Ms. MacLean was very appreciative of being able to present to Mayor and Council. She thanked Town staff for all their hard work keeping the Town clean. She also thanked Mayor McCourt and CAO Coady for their assistance in getting the flashing radar sign on her street. She would like to see 40kmh speed signs for Seymour and Stephanie, she noted that it is dangerous for the children attending the childcare centre. Another concern is that the new units across the street from Bonnie’s residence only require developers to provide 1.5 parking spaces per unit. She noted that tenants are parking on the street and taking up spaces at the Cornwall Civic Centre. Bonnie once again thanked Mayor and Council for listening to her concerns.

**REPORTS OF COMMITTEES / RESOLUTIONS:**

**PLANNING AND DEVELOPMENT**

a) **Minutes/Reports:**

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

b) **Resolutions:**

**PL-21-2025 C.H.A.N.C.E.S. – Request for Project Assistance**

**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.

**Motion Carried 5-0**

**PL-22-2025 Affordable Housing Project – 103 Kingston Rd – Density Bonus Request**

**Moved by Councillor**            **Cory Stevenson**

**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.

**Motion Carried 5-0**

**COMMITTEE OF COUNCIL**

**a) Minutes/Reports:**

- i) **Minutes** – September 17, 2025 - included in the package.
- ii) **Second Quarter Financial Report** – Council thanked the Manager of Corporate Services, Wendy MacKinnon, for making the reports easy to read and understand.
- iii) **Bell Concurrence Letter** – CAO Coady noted that cell towers are completely federal jurisdiction and the concurrence letter is part of federal legislative requirements for the installation of new cell towers. The public meeting comments were sent along to the Town for information purposes. There was no objection to the concurrence letter being sent.

**b) Resolutions:** Nil

**ENVIRONMENT AND SUSTAINABILITY**

**a) Minutes/Reports:**

- i) **Minutes** – The Committee did not meet and will meet next in November. Councillor Herlihy noted that the Committee will be reviewing the Charlottetown and Stratford Forestry Management Plans for consideration for adaptation for Cornwall.

**b) Resolutions:** Nil

## **MUNICIPAL AND EMERGENCY SERVICES**

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

- i) **Minutes** – The Committee did not meet. Councillor Frizzell provided the following updates:
  - September Transit numbers showed a 13.8% increase over September 2024, with 3783 riders.

### **b) Resolutions:**

#### **MES-02-2025 E-Watch Cameras and Locations**

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

**Whereas:** The Town of Cornwall, in the interests of public safety, has been desirous of joining 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.

**Motion Carried 5-0**

## **PARKS AND RECREATION**

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

- 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:
  - Cornfest – every year, attendance is growing. Big thanks to staff and volunteers for putting things together, and to everyone who attended the various events. Some of the highlights were:
    - Trivia with Greg always has a great following and is a lot of fun.
    - The yard sale had a lot of positive feedback, the Civic Centre was full of tables and approximately 25 residents were signed up.
    - Dylan did a great job on the Amazing Race.
    - Senior’s Lunch corn chowder and Kim’s biscuits were a hit.

- Red Rock Wrestling was well attended and is always a great event for all ages.
  - Family Fun at Town Hall was very successful. Big thanks to staff, volunteers, Council, Top Hat Party supplies, Women’s Institute, volunteer corn cookers, two inflatable companies, and corn shuckers for helping make such a successful event.
  - Congratulations to Sid Amnema from CAMBA on winning the corn shucking competition.
  - The band Hache provided great entertainment.
- The Cenotaph Service and reception were well attended, and the organizing committee is very appreciative of the Town’s continued support.
  - Upcoming Halloween events include: the Youth Dance for grades 3-5, Scary Woods and Children’s Trail, and new this year is a Halloween Tour of decorated houses.
  - The facilities have had a busy Fall with a lot of Town and sport tourism events taking place. Staff will be working to improve policies and procedures to provide a balance for all users.
  - The Lowther Park upgrades, and trail improvements are in the works.
  - The Senior Bus Trips have been very popular and are being enjoyed by everyone. Thank you to the staff for the work and time in making these happen.
  - The Veteran’s Dinner will take place on November 8<sup>th</sup>, doors will open at 3pm, dinner will be at 4pm. Thank you to Deputy Mayor MacIsaac for originally bringing this important initiative forward.
  - Councillor Frizzell encouraged the Committee and staff to make it a priority to develop new, and strengthen existing, policies to address booking and other deficiencies at the TFSC. With the season ending, it is a good time to identify and work on items for next year.
  - Councillor Frizzell expressed his disappointment that the overgrown bushes on the trail at Primrose Park trail have not been taken care of. CAO Coady noted that staff have reached out to the property owner, and the issue will be resolved shortly.

**b) Resolutions:**

**PR-09-2025 Lowther Park Playground Equipment**

**Moved by Councillor        Judy Herlihy**  
**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.

**Motion Carried 5-0**

**PR-10-2025 Westwood School Project – In-Kind Support**

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

**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.

**Motion Carried 5-0**

**PUBLIC WORKS**

a) **Minutes/Reports:**

- **Minutes** – September 24, 2025 (draft). Included in the package. Councillor Frizzell provided the following updates in Councillor Campbell’s absence:
  - The Fall Cleanup for seniors or persons with mobility challenges will take place from November 12<sup>th</sup> to 14<sup>th</sup>. Residents can register by calling Town Hall. Staff will announce this opportunity at the Senior’s Lunch.
  - There was a discussion on intrusion alarms for the pump houses.
  - Stop bars have been painted.
  - Sidewalk pads have been installed for the crosswalks. Increased safety for residents is a priority.
  - Speed humps are being removed.

b) **Resolutions:** Nil

**WATER/SEWER UTILITY**

a) **Minutes/Reports:**

- i) **Minutes:** The Committee met on October 6, 2025 – Minutes were not available at the time of the package. Councillor Barnes provided the following updates:
- The Committee discussed the water tower delays – staff are working to find a solution.
  - Repair work has started on the berm at the lagoon.
  - There was discussion on billing options with the Canada Post strike.

b) **Resolutions:** Nil

**CORRESPONDENCE**

Nil

**OTHER BUSINESS**

- Councillor Stevenson gave condolences to Amanda and Donna Dunsford on the passing of John. John was a former teacher at Bluefield for many years.
- Councillor Stevenson congratulated the NRRFD on a successful open house. It helps showcase what they do and how the fire department helps the community. Thank you for a great afternoon
- Councillor Stevenson congratulated Gary MacDougall on receiving the Community Association of PEI Dr William Elliot Research Award for his book on Tyne Valley.
- Councillor Stevenson and Councillor Herlihy attended the Cornwall Curling Club's 70<sup>th</sup> Hall of Fame Induction. Congratulations to recipients Shirley Barry, Shelley Bradley, Michael Gaudet and Eddie MacKenzie. The club is very appreciative of the Town's continued support.
- Councillor Stevenson attended the 5-year anniversary celebration of the Village Green Brewery. Owner Bryan Carver is very happy to be in Cornwall.
- Councillor Frizzell passed along condolences to the family of John Dunsford on his recent passing.
- Councillor Frizzell congratulated Joe Puiia and Mark MacDougall on being inducted into the Timberwolves Hall of Fame. They are both very dedicated to the youth.
- Councillor Frizzell noted that it is his first Council meeting since the passing of his grandfather Wendell MacDonald, and Blois MacPhail, and offered condolences to all the families. Both men contributed to the building of Cornwall. They were lifetime friends and passed very close to each other.
- Councillor Frizzell congratulated Steve Letner on accepting the Parks and Recreation Maintenance Supervisor Position.
- Councillor Frizzell noted that it is Mental Health Awareness Month. This time of year, can be very tough for many people, he encouraged people to reach out for help if needed.
- Councillor Herlihy attended the FPEIM Semi-Annual meeting. It was a great session and very informative. She noted that FPEIM recognized and expressed appreciation for Councillor Barnes for her years of work on the board.

- Mayor McCourt recently participated in Blue Heron Cadet Day flag raising at Town Hall.
- Mayor McCourt noted that Mark MacDougall and Joe Puiia are great community builders.
- Mayor McCourt noted that with Mental Health Awareness Month there are many services available to those in need.
- Mayor McCourt noted that it is Councillor Barnes's last meeting before her leave of absence and wished her well in her future endeavors.

**IN CAMERA**

Nil

**ADJOURNMENT**

Meeting was adjourned at 5:31pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER