TOWN OF CORNWALL
RESOLUTION

DATE: **January 28, 2026**

DEPARTMENT: **Municipal and Emergency Services**

MOTION NUMBER: **MES-04-2026 MOU Volunteers Cornerstone Church**

MOTION CARRIED 5-0

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Judy Herlihy**

Whereas: Following Post Tropical Storm Fiona, a potential need for an increased number of volunteers in an emergency situation was identified;

And Whereas: Through discussions regarding potential reception centres at Cornerstone Church, the Church noted that they have a large existing volunteer base that could be made available to the Town in an emergency situation if needed;

And Whereas: This group of volunteers would be a second stage of volunteers for the Town to be activated only if town staff and volunteers require assistance;

And Whereas: This volunteer group would only be activated upon request of the Town's Emergency Operations Coordinator and Cornerstone will maintain a list of potential volunteers and coordinate with the Town to ensure only appropriate individuals are available to assist when requested by the Town.

Therefore, be it Resolved: That the Town of Cornwall enter into the Memorandum of Understanding, as considered at the Committee of Council meeting held on January 21, 2026 and at the Municipal and Emergency Services Meeting held on January 7, 2026 and attached to this resolution, with Cornerstone Church for the provision of volunteers upon request of the Town.

Town of Cornwall
Memorandum of Understanding Concerning the Provision of Volunteers to support the response to Emergencies

The purpose of this Memorandum of Understanding is to confirm the willingness of **Cornerstone Baptist Church** recruit and identify volunteers to assist the **Town of Cornwall** in its response to emergency situations. It is therefore understood between the parties as follows:

1) Cornerstone Baptist Church will be responsible for recruiting and identifying individuals who are willing and able to volunteer during emergency situations. These volunteers will be selected based on their ability to support the Town of Cornwall in its emergency response efforts. Cornerstone will maintain a list of potential volunteers and coordinate with the Town to ensure that appropriate individuals are available to assist as needed.

2) Cornerstone members willing and available will provide human resource assistance—such as registration, food service, and emotional support—to the Town of Cornwall in its operation of reception centers during an emergency situation. A designated coordinator from Cornerstone will be responsible for mobilizing and contacting volunteers as needed.

3) The Town of Cornwall agrees that it shall provide supervision and direction to volunteers made available by Cornerstone Baptist Church.

4) The Town of Cornwall agrees to coordinate with Cornerstone Baptist Church and the PEI Emergency Measures Organization for any training, orientation and exercising of skills required to assist the Town of Cornwall in its response to any emergency situation.

5) The Town of Cornwall and Cornerstone Baptist Church will each designate a primary contact person responsible for communication during emergencies. Activation of volunteers will occur upon written or verbal request from the Town's Emergency Operations Coordinator to Cornerstone's designated coordinator.

6) The Town of Cornwall may inter into discussion with Cornerstone Baptist Church regarding the remuneration of volunteers where the assistance provided exceeds more typical emergency event durations (3-5 days).

7) If either party no longer wishes to subscribe to the roles and principles espoused by this memorandum of understanding, that party shall accordingly advise the other party in writing.

Town of Cornwall	**Cornerstone Baptist Church - Cornwall**
Name Marion McLeod	Name Philip Woodworth
Position Mayor	Position Lead Pastor
Signature Marion McLeod	Facility
Name Kevin Coady	Ron Tomczak
Position C.A.O.	Emergency Director
Signature	