

**Town of Cornwall
Regular Council Meeting
May 27, 2026, 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) April 22, 2026
- 6) **Business Arising**
- 7) **Guests/Presentations/Petitions/Declaration**
 - a) Water School Awards
- 8) **Planning and Development – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports** - Minutes (Draft) May 6, 2026
 - b) **Resolutions**
 - i) Official Plan Amendment - 298 Main Street
 - ii) Rezoning – 298 Main Street – Bylaw Amendment 2nd Reading/Formal Adoption
 - iii) Narrow Lots in PURD Zone – Bylaw Amendment 2nd Reading/Formal Adoption
 - iv) Cornerstone Church Parking Amendment
 - v) Public Meeting
 - vi) Atlantic Planners Conference – Sponsorship
 - vii) Business Park – Five Building “Hub” Expansion
- 9) **Committee of Council – Deputy Mayor MacIsaac**
 - a) **Minutes/Reports** - April 15, 2026
 - b) **Resolutions**
 - i) July Council/Committee Meetings – Date Changes
 - ii) Make-A-Wish “Braggers Cup” – Hole Sponsorship
 - iii) MADD Message Yearbook – Sponsorship Ad
- 10) **Environment and Sustainability – Councillor Herlihy**
 - a) **Minutes/Reports** – Minutes (Draft) May 11, 2026
 - b) **Resolutions**
- 11) **Municipal and Emergency Services – Councillor Frizzell**
 - a) **Minutes/Reports**
 - i) Minutes (Draft) May 6, 2026
 - ii) Transit, NRRFD, RCMP, Bylaw, Humane Society Reports
 - b) **Resolutions**
 - i) Epic Mobility (Scooters) Agreement Extension
- 12) **Parks and Recreation – Councillor Stevenson**
 - a) **Minutes/Reports**
 - i) Minutes April 8, 2026
 - ii) Manager’s Report May
 - b) **Resolutions**
 - i) Crohn’s/Colitis Canada – Rental Fee Waiver Request
- 13) **Public Works – Councillor Campbell**
 - a) **Minutes/Reports**
 - b) **Resolutions**
- 14) **Water/Sewer Utility – Councillor Stevenson**
 - a) **Minutes/Reports** – Minutes (Draft) May 4, 2026
 - b) **Resolutions**
 - i) Cornwall Road Utilities/AT Trail Extension Tender
 - ii) CHIF Application Withdrawal
 - iii) Drought Contingency Plan Revision

**Town of Cornwall
Regular Council Meeting
May 27, 2026, 4:30 PM**

- 15) Correspondence**
- 16) Other Business**
- 17) In Camera**
- 18) Adjournment**

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, April 22, 2026
4:30 PM**

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

Also: Kevin Coady – CAO
Tracey Laybolt – Community/HR/IT Coordinator
Paula Griffin – Manager of Planning and Development
Geoff Baker – Manager of Engineering and Capital Projects

Regrets: Nil

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. There were no members of the public in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Councillor Stevenson moved, seconded by Councillor Campbell, that the agenda be approved as circulated with the addition of Open-Door Outreach 9.b.8, West River Estates Green Space 12.b.2, and an “in Canera” item pursuant to MGA s.119(1)€ and Correspondence items.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor Frizzell will recuse himself for 9.b.4 PEI Flag Football due to a family member being on the team.

APPROVAL OF THE MINUTES

- a) **March 18, 2026, Regular Council Meeting:** Councillor Stevenson moved, seconded by Councillor Campbell, that the minutes of March 18, 2026, 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** – April 1, 2026 (draft) – included in the Package.

b) Resolutions:

PL-08-2026 Rezoning – Bylaw #422J – First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Council has received an application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422J, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 4-1

Deputy Mayor MacIsaac would like to change her vote to nay. Mayor McCourt recalled the vote and called for a new vote making the final vote 3-2 in favour.

PL-09-2026 Rezoning – Bylaw #422K – First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Council has received an application to rezone 322 Main Street, being PID 245977, from Planned Unit Residential Development (PURD) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 245977 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422K, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 3-2

PL-10-2026 Bylaw #422L - First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

Moved by Councillor Corey Frizzell
Seconded by Councillor Steven Campbell

Whereas: Council has undertaken a review of the Town of Cornwall *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) and considered several amendments to the Bylaw.

And Whereas: The proposed amendments to the Bylaw were presented to the public at an open meeting held on March 12, 2026.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw.

Therefore, be it Resolved: that Bylaw #422L, a bylaw to amend the Town of Cornwall’s *Zoning and Subdivision Control (Development) Bylaw #422*, is hereby read and approved a first time.

Motion Carried 5-0

Deputy Mayor MacIsaac again apologized for the confusion and requested a correction be made to the votes. Due to issues with her eyesight and the maps being similar, she was confused and mixed up the resolutions.

There was discussion on how a vote can be changed. CAO Coady noted that he has not encountered this before, but when a question arises, the Town follows, in descending order, the MGA Act, Procedural Bylaw and Robert’s Rules of Order.

As there is nothing in the MGA or the Procedural Bylaw regarding this it falls to Robert’s Rules which state that a member can change their vote before the chair announces the result. In this case, with the results having been announced, a member can ask for a motion to reconsider. Councillor MacIsaac asked for a new vote on resolutions PL-08-2026 and PL-09-2026.

Councillor Stevenson moved, seconded by Councillor Campbell to call for a motion to reconsider the vote on PL-08-2026. The reconsideration motion carried unanimously

PL-08-2026 Rezoning (Second Vote) – Bylaw #422J – First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

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

Whereas: Council has received an application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements

regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422J, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Carried 4-1

PL-09-2026 – Councillor Stevenson moved seconded by Councillor Campbell to call for a motion to reconsider the vote on PL-09-2026, The reconsideration motion carried unanimously.

PL-09-2026 Rezoning – Bylaw #422K – First Reading and Approval A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

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

Whereas: Council has received an application to rezone 322 Main Street, being PID 245977, from Planned Unit Residential Development (PURD) to General Commercial (C1);

And Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider an amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”)

And Whereas: The proposed amendment to the designation of said PID 245977 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026.

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw.

Therefore, be it Resolved: that Bylaw #422K, a bylaw to amend the Zoning Map being Schedule “A” to the Bylaw, is hereby read and approved a first time.

Motion Lost 3-2

There was discussion on requirements to explain a members vote. CAO Coady advised that there is no such rule in the MGA, Procedural Bylaw or Roberts Rules. However, members are free to do so if they choose. Councillor Herlihy noted that she gave her reasoning at the Committee of Council meeting. Councillor Stevenson stated for the record that he voted against due to concerns raised by CAWG on the wetlands.

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**

- i) **Minutes** – March 18, 2026 - included in the package.

b) **Resolutions:**

COC-16-2026 Property Maintenance Bylaw – Appoint Inspector

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

Whereas: The Town of Cornwall provides property maintenance control within the Town boundaries pursuant to the *Property Maintenance Bylaw*, and as such the Town requires the appointment of an Inspector pursuant to that bylaw;

And Whereas: Spencer Hay, the previous Manager of Planning and Development, was appointed as that inspector but has now left the employ of the Town of Cornwall and a new appointment is required;

Therefore, be it Resolved: That the Town of Cornwall rescinds the appointment of Spencer Hay as an Inspector under the *Property Maintenance Bylaw* and appoints Geoff Baker, Manager of Engineering and Capital Projects, as an Inspector under the *Property Maintenance Bylaw*.

Motion Carried 5-0

COC-17-2026 Election Bylaw – Appoint Municipal Election Officer (MEO) and Deputy MEO

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Steven Campbell**

Whereas: The Town of Cornwall, pursuant to the *Municipal Government Act* section 40, must appoint a Municipal Electoral Officer (MEO) and Deputy MEO no later than the second Monday of May in each election year;

And Whereas: Elections PEI administers Cornwall municipal elections as well as the four other largest municipalities in the province;

And Whereas: Elections PEI requires, as a condition of their administration of the municipal election, that their officials be appointed as the lead municipal election officials for the Town;

Therefore, be it Resolved: That the Town of Cornwall appoint Tim Garrity as the Municipal Election Officer and Stephanie Thorpe as the Deputy Municipal Election Officer for the 2026 Municipal Election.

Motion Carried 5-0

Councillor Campbell did not declare conflict at the beginning of the meeting but feels he should recuse himself as he did on this item the at Committee of Council discussion. It was noted that this item has now changed from the document discussion at the Committee of Council meeting.

Councillor Campbell left the meeting at 4:57pm.

COC-18-2026 Revise Activity Credit Resolution – PR-06-2021

Moved by Councillor Corey Frizzell
Seconded by Councillor Cory Stevenson

Whereas: The Town of Cornwall is a community that values the physical and mental health and wellness of its residents;

And Whereas: The Town of Cornwall is committed to developing and investing in strategies that promote participation in recreation, leisure, artistic, educational, and social activities among its residents;

Therefore, Be it Resolved: That the Town of Cornwall Council, to encourage the health and wellbeing of its residents and encourage greater participation in recreational, leisure, artistic, educational, and social activities, provide an “Activity Credit” for Town of Cornwall residents as follows:

- (A) the credit shall be in the amount of forty dollars (\$40), for all town residents,
- (B) the credit shall be provided upon presentation of a receipt of payment to a recreational, leisure, artistic, educational, or social activity of the resident’s choice,
- (C) the credit may be used as full or partial payment for any town offered program or activity, but does not have to be for a town offered program or activity,
- (D) one credit per eligible resident per fiscal year, and
- (E) this credit cannot be combined with any other activity credit the town currently provides save and except the walking track reimbursement at the APM Centre which is available to all residents of the Town of Cornwall.

Motion Carried 4-0

Councillor Campbell returned to the meeting at 4:58pm

Councillor Frizzell left the meeting at 4:58pm.

COC-19-2026 Team PEI Flag Football National Championships - Sponsorship

Moved by Councillor Steven Campbell
Seconded by Councillor Judy Herlihy

Whereas: The Provincial (Team PEI) male U19 Flag Football team is representing PEI at Football Canada’s Flag Football National Championships (FFNC) in Kingston Ontario from May 15-17 2026;

And Whereas: Team PEI has four Cornwall members on it and has requested varying levels of sponsorship from various provincial entities, and the Town of Cornwall would like to assist the team in this endeavour;

Therefore, Be it Resolved: That the Town of Cornwall be a “Meal Sponsor” for Team PEI at a cost of two hundred and fifty dollars (\$250) at the FFNC tournament.

Motion Carried 4-0

Councillor Frizzell returned to the meeting at 4:59pm.

COC-20-2026 Special Olympics “Enriching Lives Gala”

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: Special Olympics PEI enriches the lives of Islanders with disabilities through sport;

And Whereas: The Town of Cornwall is a supporter of Special Olympics PEI through, among other things, the annual purchase of tickets to the “Enriching Lives” Gala;

Therefore, Be it Resolved: That the Town of Cornwall purchase three tickets to the Special Olympics PEI 2025 “Enriching Lives” Gala at the cost of one hundred and fifty dollars each.

Motion Carried 5-0

COC-21-2026 “Make-A-Wish” Donation – Run For Wishes

Moved by Councillor Judy Herlihy
Seconded by Councillor Steven Campbell

Whereas: The crew of His Majesty’s Canadian Ship (HMCS) Charlottetown will, in partnership with the “Make a Wish” Canada Foundation, be hosting the 23rd annual “Run for Wishes” fundraising campaign, and the Town of Cornwall has been a past supporter of this fundraiser and desires to continue this support;

Therefore, Be it Resolved: That the Town of Cornwall donate \$250 to the HMCS Charlottetown 2026 “Run for Wishes” campaign

Motion Carried 5-0

COC-22-2026 Request Remnant Parcel from Prince of PEI

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

Be it Resolved: That the Town of Cornwall request that the Province of Prince Edward Island transfer a portion, approximately five acres, of PID# 245225 to the Town of Cornwall.

Motion Carried 5-0

COC-23-2026 Open Door Outreach – Community Changers Breakfast

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Cory Stevenson**

Whereas: Open Door Outreach is an organization with the goal of empowering marginalized women on PEI and assisting them in reaching their full potential;

And Whereas: The Town of Cornwall has been a supporter of Open-Door Outreach in pursuit of these goals and desires to continue to do so;

Therefore, Be it Resolved: That the Town of Cornwall donate two hundred dollars to partner with the organization in their Community Changers Breakfast fundraiser.

Motion Carried 5-0

ENVIRONMENT AND SUSTAINABILITY

a) Minutes/Reports:

- i) **Minutes** – Minutes were not available at package deadline. Councillor Herlihy provided the following updates:
 - The Dandelion Festival will take place Saturday, May 23rd 1-4pm at Cornwall Town Hall. There will be a lot of great activities including face painting, food preparation, story time and more. Mayor McCourt noted that she has had comments from people who are looking forward to the festival.
 - Thank you to Eliot River teachers and grade 5 students for another successful Water School. The Committee is looking forward to reviewing the artwork, the new calendars and the presentations at the May Council meeting.
 - Water Audit information was included in the April Water & Sewer billing.

b) Resolutions: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) Minutes/Reports:

- i) **Minutes** – April 1, 2026 (draft) included in the package. Councillor Frizzell provided the following updates:
 - There was a great conversation with Claire Grimstead from the PEI Humane Society. The Humane Society is contracted by the Town for enforcement of the *Animal Control Bylaw*. Conversation was about how the bylaw is administered and the difficulty enforcing bylaws with dogs. The Human Society uses the Town's *Animal Control Bylaw* and the Province's *Dog Act*. The Town's bylaw was creating some constraints. The Committee will look at reviewing and amending the bylaw.
 - T-3 Transit numbers continue to expand with a 25.8% increase for March 2026 over March 2025. Councillor Frizzell thanked T-3 Transit, Council, staff and riders for the continued support of transit in the Town.

b) Resolutions: Nil

PARKS AND RECREATION

a) Minutes/Reports:

- i) **Minutes/April Manager's Report** – Minutes were not available at package time. Councillor Stevenson provided the following updates:
 - The Easter event was a great success with over 300 treat bags being handed out. The weather was cool but still a lot of people out including many new families. Big thanks to Top Hat Party, Maizie, the Easter Bunny, staff and volunteers.
 - Mother's Day Tea will take place on Saturday, May 9th.
 - The Annual Community Yard Sale will take place on Saturday, May 23rd 8am-12pm. Participants can register their address or book a table at the Cornwall Civic Centre. A map will be provided prior to the event.
 - The outdoor rinks closed early in March but even with the inconsistent weather, they were open 39 days which was up over last year. There was a lot of positive feedback. Thanks to staff for all their hard work. Councillor Stevenson gave kudos to the volunteers who did a great job keeping the Primrose Park rink up and well maintained.
 - Work continues putting together float ideas.
 - Councillor Stevenson will talk with Amherst N.S. about the Just Serve App and will meet with the App group at the FCM meeting.

b) Resolutions:

PR-02-2026 "Just Live" Fun Run - Support

Moved by Councillor Cory Stevenson
Seconded by Councillor Steven Campbell

Whereas: The Just Live Run committee submitted a letter requesting Town support during their event on Sunday August 23, 2026;

And Whereas: The Town of Cornwall has provided support in the past to the event and desires to continue to do so;

Therefore, be it Resolved: That the Town of Cornwall support the “Just Live” Fun Run with the following in kind services, as can be accommodated by town staff, to include:

- Moving the cement blocks at Cornwall Auto & Tire from Main St.
- Municipal staff assistance with fencing set-up on the Saturday
- Support with drop-off and pick-up for Vesey’s golf cart
- Access to tables, electrical outlets and generators (3) on event day
- Complimentary outdoor pool admission for participants on event day
- Civic Centre room rental for the event weekend, and a few evenings in the months prior to help with the packing of virtual kits

Motion Carried 5-0

PUBLIC WORKS

a) Minutes/Reports:

- i) **Minutes** – The Committee did not meet. Councillor Campbell noted that due to the Water School presentations at the May Council meeting, the Committee will look at alternate dates for the next meeting.

b) Resolutions:

Councillor Stevenson has contradictory thoughts about not awarding the grass cutting contract to last year’s operators as he had received a lot of positive feedback after years of complaints prior to this company starting. He will abstain from voting. It was noted that an abstention under the MGA is considered a vote in favour. Councillor Campbell assured Council that Public Works staff would hold the new contractors to the same high standards of work. Councillor Frizzell would like to see the grass cutting quotes listed on the website with the Resolution.

PW-01-2026 Grass Cutting contract

Moved by Councillor Steven Campbell
Seconded by Councillor Corey Frizzell

Whereas: The Town issued a Request for Quotations for the provision of 2026 grass cutting services for Town Hall and various municipal park properties;

And Whereas: submissions were received and reviewed by staff in accordance with the requirements of the Request for Quotations;

And Whereas: B&L Landscaping submitted the lowest compliant bid;

Therefore, be it Resolved: That Town Council award the 2026 Grass Cutting Contract to B&L Landscaping as per their quote dated March 26, 2026.

Motion Carried 5-0

PW-02-2026 Award West River Estates Sediment Pond Decommissioning and Green Space

Moved by Councillor **Cory Stevenson**

Seconded by Councillor **Jill MacIsaac**

Whereas: The Town of Cornwall is decommissioning the sediment control pond in West River Estates for use as a waterfront passive recreation area;

And Whereas: Compliant bids for this project were received from seven local qualified construction companies on Thursday April 16, 2026;

And Whereas: WSP reviewed the proposals and recommends accepting the lowest bid received from Landmark Construction for \$80,498.85, including HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town's Engineers, accepts the quote provided by Landmark Construction for the West River Estates Sediment Pond Decommissioning for the amount of \$80,498.85, including HST.

Motion Carried 5-0

WATER/SEWER UTILITY

a) Minutes/Reports:

- i) **Minutes:** The Committee did not meet. Councillor Stevenson provided the following updates:
- The new water tower is one third filled. Commissioning of the pressure control chamber took place last week. Once the final commissioning is complete, the tower will be slowly filled to the designed operating height.
 - The Cornwall Road extension project has received funding from the Federal Build Communities Strong Fund. This will help offset the cost of water and wastewater utility services to allow for future development.
 - The Town has applied to the MSC Fund for the watermain upgrade at Warren Grove and North River Roads. Funding approvals will be announced in June. Tenders for the watermain upgrades will go out with the Province's tender for the

new roundabout at that location. The Province will host a public meeting on the round about project at a future date.

- Staff are reviewing submissions for the Wastewater Strategy. Contracts will not be awarded until the MSC funding is announced.
- Councillor Stevenson thanked Billy Ramsay, staff and CAWG for another successful Water School.

b) Resolutions:

U-05-2026 TFSC Residential Water Efficiency Rebate Program

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

Whereas: The Town of Cornwall currently offers a Free Residential Water Audit Program to assist residents in identifying opportunities to reduce household water consumption and improve water efficiency;

And Whereas: Town staff, in conjunction with the Environment and Sustainability Committee, have developed a Residential Water Efficiency Rebate and Exchange Program to support the replacement of inefficient plumbing fixtures and minor water saving repairs identified through the residential water audit process;

And Whereas: The proposed program supports the Town's objectives of promoting water conservation, reducing demand on municipal water and wastewater infrastructure, and extending the long-term capacity of the utility system as the community continues to grow;

And Whereas: Funding in the amount of \$3,000 is available within the approved Utility Committee operating budget for the implementation of this program;

Therefore, be it Resolved: That the Town of Cornwall establish the Residential Water Efficiency Rebate and Exchange Program, as considered at the Committee of Council meeting of April 15, 2026, to be administered in conjunction with the Town's existing Residential Water Audit Program and funded through the approved Utility operating budget allocation.

Motion Carried 5-0

CORRESPONDENCE

Nil

OTHER BUSINESS

- Councillor Campbell wished good luck to Mae Wilson and team at the National

- Fencing Competition. Mae is a 14-year-old student at East Wiltshire School.
- Councillor Campbell wishes good luck to Moly Clements on her fourth trip to the National Bowling Championships.
 - Councillor Campbell reported that Citizens on Patrol is very active on patrols and thanked the Town for the budget to continue. Thank you to the RCMP for their support and professional, prompt interactions and attendance at monthly meetings. He noted that COP is always looking for new volunteers. Mayor McCourt commented that it is nice to see the RCMP so involved in the community.
 - Councillor Frizzell wished condolences to the family and friends on the passing of his cousin Erin Frizzell. Erin was a kind, loving, sweet person and an avid horse fan. Reverend Stead did a great job on the service. During the service he said “try to live a life so that the minister doesn’t have to lie”
 - Councillor Frizzell recognized National Administrative Professional Day to all the admins and most importantly his favorite, his wife, Suzie.
 - Councillor Frizzell thanked his wife Suzie for 14 years of marriage on April 13. He noted that she’s an amazing woman for putting up with him for that long.
 - Councillor Frizzell wished a happy 12th birthday to their daughter Carmella.
 - Councillor Frizzell congratulated several Cornwall residents who attend Oxygen Yoga on achieving class milestones; Mary Beth Dwyer has attended over 250 classes, Suzie Frizzell, Stephanie Cairns and Stephanie Corbett have attended over 100 classes. Congratulations to all on your commitment.
 - Councillor Frizzell wished best of luck to his son Cohen and the Team PEI Flag Football U14-U19 men’s and women’s teams attending the Nationals in Kingston, Ontario.
 - Councillor Stevenson reminded everyone of the last few days of Burger Love and the great local participants. He has heard a lot of positive feedback and noted that it is a great economic boost for this time of year.
 - Councillor Stevenson wished best of luck to the Bluefield musical “Freaky Friday”. A lot of hard work goes into putting on these great shows.
 - Councillor Stevenson wished a happy 4th birthday to his son Clark on April 16th. Birthday celebrations were held with friends and family at the Cornwall Civic Centre.
 - Councillor Herlihy gave a shout out to Aiden Barbour. Aiden is collecting new and used clothing for Gifts from the Heart for the Gold Trailblazer Level Ranger Service Project. Residents are encouraged to donate.
 - Deputy Mayor MacIsaac congratulated her husband Chris Buote on achieving his personal best at the Boston Marathon with a time of 2.58.22. Chris and members of the running club train year-round starting out at the Village Green Brewery at 6pm on Wednesdays. Anyone that would like to try it is welcome to attend.
 - Mayor McCourt noted that last weekend it was great to see so many activities happening at the Terry Fox Complex, APM Centre, and businesses busy. It is wonderful to see how far we have come and have our residents out enjoying all that our Town has to offer.
 - Mayor McCourt wished Happy Administrative Professional day to the staff that help keep things running so smoothly. They are the first point of contact on many

occasions and are always very friendly and professional.

IN CAMERA

It was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to move the meeting “in camera” for a matter under MGAs. 119(1)(e) at 5:30pm.

Motion Carried

The meeting resumed regular session at 7:13pm.

ADJOURNMENT

The meeting was adjourned at 7:14pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Town of Cornwall
Planning Committee Meeting
May 6, 2026, at 4:30 PM

Attendance: Deputy Mayor Jill MacIsaac, Mayor Minerva McCourt, Corey Frizzell
Staff: Paula Griffin, Jessie Murray, CAO Kevin Coady, Geoff Baker
Other: Ryan MacLean and Devon Jennings-Lander (UPLAND)
Regrets: Steven Campbell
Public: 0

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

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

Prior to the approval of the Agenda, Chair MacIsaac stated that representatives from UPLAND, who will be administering the Towns 2026 Official Plan and Bylaw Review, were in attendance. Ryan MacLean and Devon Jennings-Lander introduced themselves and expressed that they were looking forward to working with the Town on this review.

Ms. MacLean and Ms. Jennings-Lander left the meeting.

3. APPROVAL OF AGENDA

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

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

NIL

5. APPROVAL OF MINUTES

Councillor Frizzell commented that he was surprised at the lack of reasons, regarding the proposed 322 Main Street Rezoning in the April 1 minutes of the Planning Committee Meeting, given the vote outcome on the matter at the Council meeting.

It was moved by Councillor Frizzell and seconded by Mayor McCourt that the Minutes of April 1, 2026, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. Bylaw Amendment (Zoning Map) for 298 Main Street (PID 245969) – 2nd Reading

As first reading of Bylaw #422J was completed at the April 22nd Council Meeting, Planning is requesting that this amendment be considered for second reading at the May 20th Committee of Council Meeting.

Councillor Frizzell moved, seconded by Councillor Campbell to forward 2nd reading to Committee of Council.

b. Official Plan Amendment (General Land Use Plan) for 298 Main Street (PID 245969) – 1st Reading

As first reading of Bylaw #422J was completed at the April 22nd Council Meeting, Planning is requesting OPA-2025-2 be considered for approval at the May 20th Committee of Council Meeting.

Councillor MacIsaac moved, seconded by Councillor Frizzell to forward 1st reading to Committee of Council.

c. Bylaw Amendment (Section 13 - PURD) – 2nd Reading

As first reading of Bylaw #422L was completed at the April 22nd Council Meeting, Planning is requesting this amendment be considered for second reading at the May 20th Committee of Council Meeting.

Councillor Frizzell moved, seconded by Councillor Campbell to forward 2nd reading to Committee of Council.

d. Parking Reduction Request – Cornerstone Church (PID 761569)

Since the April Planning Committee meeting, a new request has been brought forward by the applicant. The childcare facility has increased their numbers from 30 to a maximum of 80 children and are now changing their request to not pave half of the planned parking lot. Staff stated that the new request is still significantly more than the 7m² of greenspace per child that is required by provincial childcare regulations. 560m² would be the minimum required area for 80 spaces while Cornerstone is requesting half of the over 1700m² be allowed to remain open space.

Staff had a discussion with Samantha Murphy (Planning Consultant) regarding the request, and she did not support the request.

Staff stated there is some flexibility in parking requirements under Section 6.1.5 of Bylaw #422, which states “Council may through a Development Agreement waive or reduce the parking requirements in return for cash in lieu of parking spaces or other considerations, as approved by Council, which will further the objectives and policies of the Official Plan in relation to the development in the Town.”. Any reduction in parking under this clause would require the applicant entering into a new Development Agreement with the Town. As directed by the Bylaw, Council should consider among other things such factors as the availability of parking nearby, contributions to serving the Official Plan, availability of transit, and the estimated traffic generated by the facility and its parking requirements.

Councillors discussed the need for additional No Parking signs in the area to ensure street parking is not taken advantage of with this reduction. Possible further discussion can be had regarding the Town's property behind the Fulton Drive properties.

Councillor Frizzell moved, seconded by Councillor MacIsaac to forward discussion to Committee of Council

e. Request for Commercial Rezoning Application Decisions for this term

Councillor Frizzell had requested information on application decisions to rezone properties to Commercial that have occurred during the current Council term.

Staff provided numbers of 2 adopted, 1 in-process and 3 denied.

7. NEW BUSINESS

a. Official Plan and Bylaw Review Update

Staff stated UPLAND had spent time with Planning Staff all day which included a tour of the Town. UPLAND plan to set up opportunities for public engagement at various community functions, at Town Hall and other locations. This will allow for a broad range of residents to express any concerns or wishes and provide support to discuss any questions that may arise. All feedback from these "open door" sessions will be documented and provided to Staff and Council.

b. York Point Meadows Subdivision (Phase 2) – Retamary Drive Extension (PID 248997)

Preliminary approval has already been granted to an initial Phase which creates properties along Ferry Road (Lots 26-1 to 26-7). This application is a continuation of that Phase and will primarily consist of 3-unit and 4-unit dwellings. Parkland Dedication will need to be determined.

Councillors requested briefing on past discussions on this property.

Due to the time frame since previous discussion occurred (over a year) and a new developer being added to the process, Councillors expressed this should be considered a fresh start and have directed Staff to not consider previous discussions.

c. Rezoning Application (PSI – R4) – PID 607960 By Way Ave

Staff received an application for the rezoning of PID 607960 on By Way Avenue from PSI to R4. Staff is requesting approval for a Public Meeting as required for Bylaw and Official Plan Amendments to be held to continue the application process.

d. Lots 40, 41 & 42 Heatherway Drive (p/o PID 1148626) – Change of Concept (Intensification)

Staff received an application for Lot Consolidation of 3 lots into 2 lots. Previously, the 3 lots were each designated for a 5-unit dwelling, a 6-unit dwelling and a 6-unit dwelling for a total of 17 dwelling units. The applicant is requesting to reduce Lots 40, 41 and 42 into 2 lots with each has two 6-unit dwellings for a total of 12 units per lot. This would be an intensification of 7 units to what is currently approved.

This would result in a Change of Use which includes Special Permit Uses within the PURD zone, so Staff is requesting approval for this application to be presented in a Public Meeting.

e. Project Guppy Childcare Development – 1540 Warren Grove Road

Staff wished to provide an update to previous discussions regarding the establishment of a daycare operation on the property. Rather than constructing a new building for the proposed operation, the applicants intend to use a portion of an existing commercial building for the childcare facility. This proposal requires a Change of Use which the property owner has applied for. Staff is aware that there may be changes to the entrance of the property by upcoming provincial road construction so confirmation of those changes will be needed before any approvals.

f. Sponsorship Request – Atlantic Planners Institute Conference 2026 (Charlottetown)

Staff have received a sponsorship request from the Atlantic Planners Institute (API) for their October 2026 annual conference being held in Charlottetown. Staff reminded the Committee that the Town had previously provided sponsorship for the last API conference held in Charlottetown in the amount of \$1500. Sponsorship opportunity information will be provided for discussion at Committee of Council.

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8. OTHER BUSINESS

NIL

9. IN-CAMERA

NIL

10. NEXT MEETING

The next Planning Committee meeting will be held on Wednesday, July 8, 2026 at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 5:34 pm.

Jill MacIsaac, Deputy Mayor
Chair, Planning Committee

Paula Griffin
Manager, Planning & Development



TOWN OF CORNWALL RESOLUTION

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-11-2026
**Approval and Adoption of Official Plan Amendment OPA-2025-02
Amendment to the 2022 Official Plan – General Land Use Plan**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Council has received an application to redesignate the Future Land Use of PID 245969 from Planned Unit Residential Development to General Commercial;

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”);

And Whereas: the proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026;

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw;

Therefore, be it Resolved: that Official Plan Amendment OPA-2025-02, an amendment to the General Land Use Plan, being Part 5, Figure 5 of the Official Plan, is hereby approved and adopted.

Official Plan Amendment
OPA-2025-02

The Council of the Town of Cornwall, under the authority vested in it by the *Planning Act* R.S.P.E.I. 1988 Cap. P-8, hereby enacts as follows:

The Town of Cornwall Official Plan (2022) Part 5, Figure 5, General Land Use Plan is amended by the following:

1. The Future Land Use designation of PID 245969 is designated as General Commercial, hereby excluding it from its former designation of Planned Unit Residential Development.

The effective date of Official Plan Amendment OPA-2025-02 is the date as signed below by the Minister of Housing, Land and Communities.

Council Approval and Adoption:

Official Plan Amendment OPA-2025-02 was approved and adopted by a majority of council members present at the Council meeting held on the 27th day of May 2026.

Signatures:

Minerva McCourt, Mayor

Date

Kevin Coady, Chief Administrative Officer

Date

Ministerial Approval:

Official Plan Amendment OPA-2025-02 is hereby approved.

Dated on this _____ day of _____, 20____

Minister of Housing and Communities



**TOWN OF CORNWALL
RESOLUTION**

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-12-2026
**Bylaw #422J – Second Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision
Control (Development) Bylaw #422 – Zoning Map**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Council has received an application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1);

Whereas: Pursuant to Section 2.2.1 and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”) Council may concurrently consider amendment to the Zoning Map, being Schedule “A” to the Bylaw, and the General Land Use Plan, being Part 5, Figure 5 of the *2022 Official Plan* (the “Official Plan”);

And Whereas: the proposed amendment to the designation of said PID 245969 on the Zoning Map and General Land Use Plan was presented to the public at an open meeting held on March 12, 2026;

And Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the Official Plan and Section 22 of the Bylaw;

And Whereas: the proposed amendment to the General Land Use Plan, being OPA-2025-02, was approved at a public meeting of Council on May 27, 2026;

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, was read and approved for a first time at a public meeting of Council on April 22, 2026;

Therefore, be it Resolved: that Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby read and approved a second time.

Bylaw #422J

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the "Bylaw"), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

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

1. Schedule "A", Zoning Map, of Bylaw #422 is amended by the following:
 - a) PID 245969 is designated as General Commercial Zone (C1), hereby excluding it from its former designation of Planned Unit Residential Development (PURD);

The effective date of Bylaw #422J is the date as signed below by the Minister of Housing and Communities.

First Reading:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the 22nd day of April, 2026.

Second Reading:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the 27th day of May, 2026.

Approval and Adoption by Council:

Bylaw #422J, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the 27th day of May, 2026.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw 422J, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the 27th day of May, 2026, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422J, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ___ day of _____, 20__

Minister of Housing and Communities

- Zoning**
- O1 - Recreation and Open Space
 - A1 - Agricultural Reserve
 - RR - Rural Residential
 - R1 - Single Detached Residential
 - RM1 - RM Home
 - R2 - Two Unit Residential
 - R3 - Attached Residential
 - R4 - Multiple Family Residential
 - PURD - Planned Unit Residential Development
 - C1 - General Commercial
 - M2 - Business Park
 - COA - Comprehensive Development Area
 - PSI - Public Service and Institutional
 - Mixed Use Core
 - Trans-Canada Highway
 - Road



Note:
 1. Corporate System: MAD 1983 (2005) Phase One/Two
 2. The boundaries of the Town of Cornwall are shown in black.
 3. The boundaries of the Town of Cornwall are shown in black.
 4. The boundaries of the Town of Cornwall are shown in black.



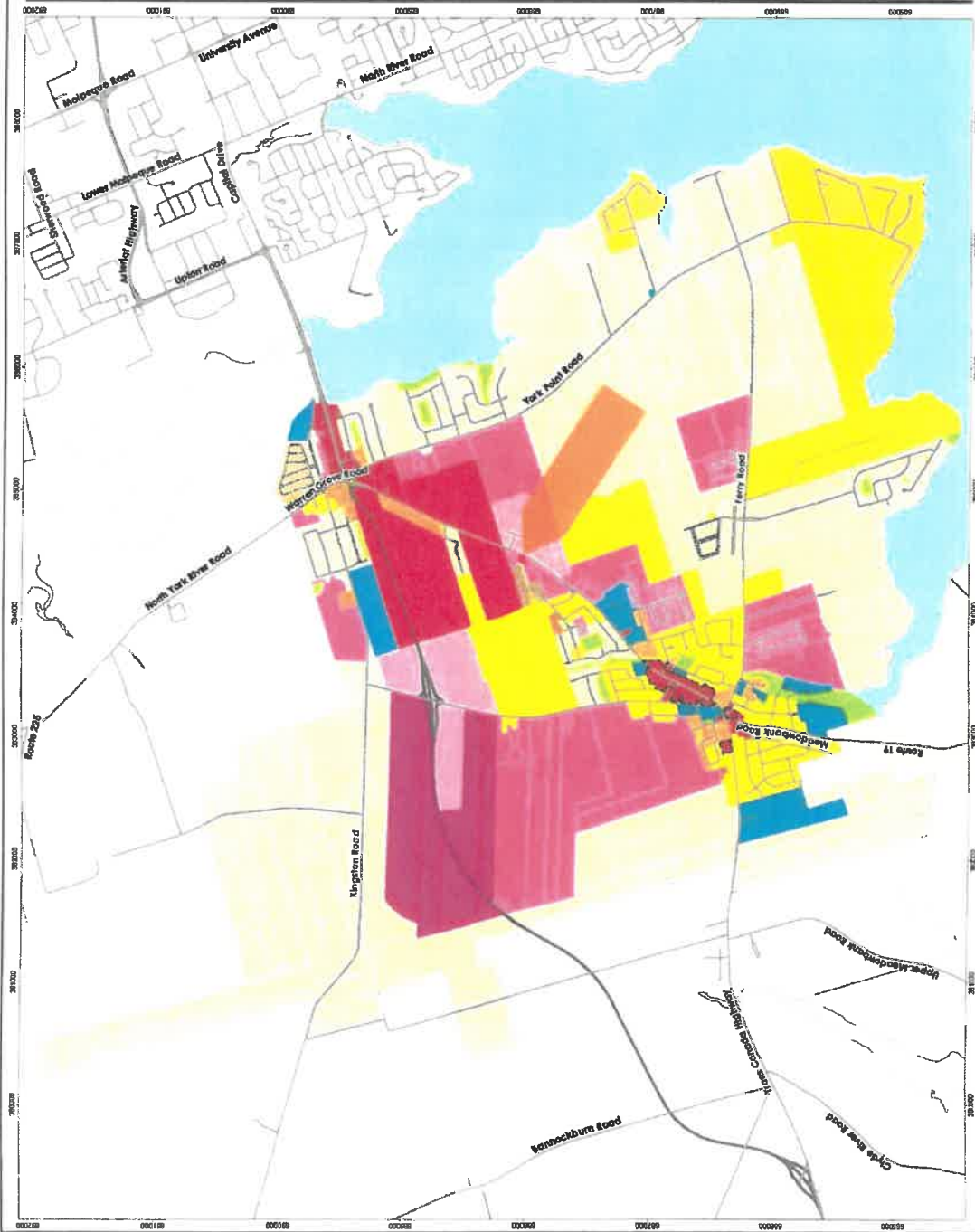
Project Location
 - General: PS

Revision:
 2

Town of Cornwall Zoning and Subdivision Control
 (Development) Bylaw, Bylaw 6422J

Page 2

Zoning





**TOWN OF CORNWALL
RESOLUTION**

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-13-2026
**Formal Adoption of Bylaw #422J
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision
Control (Development) Bylaw #422 – Zoning Map**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments, and the criteria for concurrent Official Plan and Bylaw amendments under Section 6.4 of the 2022 *Official Plan* and Section 22 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the “Bylaw”);

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the first time at the Town of Cornwall regular council meeting held on April 22, 2026;

And Whereas: Bylaw #422J, a bylaw to amend the Zoning Map, being Schedule “A” to the Bylaw, was read and approved for the second time at the Town of Cornwall regular council meeting held on May 27, 2026;

Therefore, be it Resolved: That Bylaw #422J, a bylaw to amend the *Zoning & Subdivision Control (Development) Bylaw #422*, is hereby formally adopted as a Bylaw of the Town of Cornwall.



TOWN OF CORNWALL
RESOLUTION

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-14-2026
Bylaw #422L - Second Reading and Approval
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw.

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422F, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on April 22, 2026;

Therefore, be it Resolved: that Bylaw #422L, a bylaw to amend the Town of Cornwall’s *Zoning and Subdivision Control (Development) Bylaw #422*, is hereby read and approved for a second time.

Bylaw #422L

A bylaw to amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, Bylaw #422 (the “Bylaw”), relating to zoning, subdivision and development within the Town of Cornwall.

This Bylaw is made under the authority of the *Planning Act* R.S.P.E.I. 1988, Cap. P-8 and the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

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

1. Section 13.2. of the Bylaw is amended:
 - 1.1. in subsection (1), by the addition of the words ‘**Narrow Lot Single-Detached Dwellings**’ after clause (a) and re-numbering the subsequent clauses accordingly.
2. Section 13.5 of the Bylaw is amended:
 - 2.1. In subsection (1), by the addition of the words ‘**Narrow Lot Single-Detached Dwellings and**’ before the words ‘Ground-Oriented’ in clause (a).

The effective date of Bylaw #422L is the date as signed below by the Minister of Housing and Communities.

First Reading:

Bylaw #422L, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a first time at the Council meeting held on the 22nd day of April, 2026.

Second Reading:

Bylaw #422L, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was read and approved a second time at the Council meeting held on the 27th day of May, 2026.

Approval and Adoption by Council:

Bylaw #422L, a bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), was approved and adopted by a majority of Council members present at the Council meeting held on the 27th day of May, 2026.

Signatures:

Minerva McCourt, Mayor

Kevin Coady, Chief Administrative Officer

This Bylaw #422L, a Bylaw to Amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, (Bylaw 422), was approved and adopted by the Council of the Town of Cornwall on the ____ day of _____, 2026, is certified to be a true copy.

Kevin Coady
Chief Administrative Officer

Date

Ministerial Approval

Bylaw #422L, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw (422), is hereby approved.

Dated on this ____ day of _____, 20____

Minister of Housing and Communities



TOWN OF CORNWALL

RESOLUTION

DATE: May 27, 2026

COMMITTEE: Planning and Development

MOTION NUMBER: PL-15-2026
Formal Adoption of Bylaw #422L
A Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Council has considered the Town of Cornwall Official Plan policy statements regarding servicing, commercial and residential zoning and developments and the criteria for Official Plan and Bylaw amendments under Section 22 of the Development Bylaw;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422L, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved for the first time at the Town of Cornwall regular council meeting held on April 22, 2026;

And Whereas: Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422L, a Bylaw to amend the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422, was read and approved a second time at the Town of Cornwall regular council meeting held on May 27, 2026;

Therefore, be it Resolved: That the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw #422L, a Bylaw to Amend the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw, is hereby formally adopted as a Bylaw of the Town of Cornwall.



**TOWN OF CORNWALL
RESOLUTION**

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-16-2026 – Public Meeting
Rezoning Application

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: The Town received Applications to rezone PID 607960 By Way Avenue;

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

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

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

Therefore, be it Resolved: That Council approve the scheduling of a Public Meeting to solicit input from the public on the Application to rezone PID 607960 By Way Avenue as well as other applications requiring public input on June 25, 2026, at a time and location to be determined.



TOWN OF CORNWALL
RESOLUTION

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-17-2026
Atlantic Planners Institute (API) Conference 2026 Sponsorship

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Jill MacIsaac**

Whereas: The 2026 Atlantic Planners Institute (API) Conference is being held this year in Charlottetown, PEI from October 7-9, 2026;

And Whereas: The Conference will provide an important opportunity for professionals from diverse fields to come together to network and explore ways to further integrate the relationship between planning, communities, and the new environment;

And Whereas: The Town of Cornwall has been a sponsor of the Conference previously and desires to do so again;

Therefore, be it Resolved: That the Town of Cornwall becoming a Nutrition Break Sponsor in the amount of \$1500 for the 2026 API Conference in Charlottetown.



TOWN OF CORNWALL

RESOLUTION

DATE: May 27, 2026
COMMITTEE: Planning Committee
MOTION NUMBER: PL-18-2026
Lot 26-1 W.B. MacPhail Drive (Portion of PID 856104)
Development Concept

MOTION CARRIED _____
MOTION LOST _____
MOTION WITHDRAWN _____

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

Whereas: The Town received an application for a Development Concept for Lot 26-1 W.B. MacPhail Drive (portion of PID 856104) to allow the development of five (5) Commercial buildings within the Cornwall Business Park;

And Whereas: The Commercial buildings proposed for the development each have a footprint over 600 sq.m. (6458 sq.ft.);

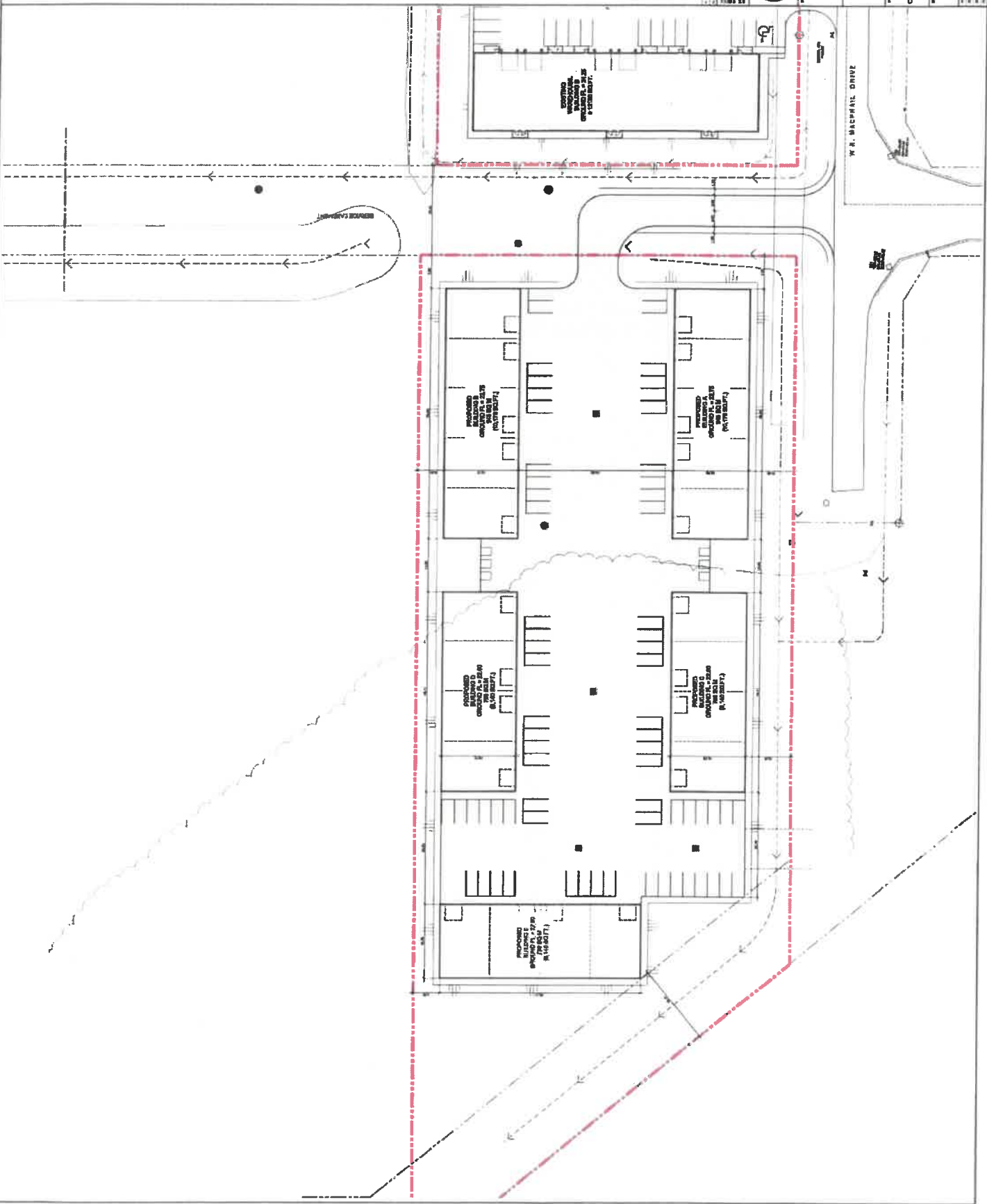
And Whereas: Section 1.5 of Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #422 requires Council approval for Commercial Developments with a building having an area greater than 600 sq. m. (6,458 sq. ft.);

And Whereas: Council has considered the Town of Cornwall 2022 Official Plan and Zoning and Subdivision Control (Development) Bylaw #422 (the “Bylaw”);

Therefore, be it Resolved: That Council grant Approval of the Development Concept for Lot 26-1 W.B. MacPhail Drive (portion of PID 856104) to allow the development of a five (5) Commercial buildings within the Cornwall Business Park, subject to the Development meeting all other Bylaw requirements and the Developer entering into a Development Agreement with the Town.




LOT 1
CORNWALL SUBURBAN PARK
CONTINUED
 SURFACE PLAN
 SHEET NO. **C100**



**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
April 15, 2026, 4:30 PM**

Chair: Mayor Minerva McCourt

Present: Deputy Mayor Jill MacIsaac (via phone)
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
Geoff Baker – Manager of Engineering and Capital Projects

CALL TO ORDER

Mayor McCourt called the meeting to order at 4:30pm. One member of the public was present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Frizzell that the agenda be approved as circulated, with the addition of 9-c-1/Water Efficiency Rebate, 9.b.1/Grass Cutting Contract and 119. (1)(e) “In Camera”.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Councillor Frizzell will recuse himself for 14.a - Flag Football Request due to his son being on the team.

ADOPTION OF PREVIOUS MINUTES

March 18, 2026 - It was moved by Councillor Stevenson and seconded by Councillor Herlihy that the minutes of March 18, 2026, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Ray Gaudet – Downed Trees on Main Street – Councillor Stevenson introduced Ray Gaudet and noted that Ray had reached out to him and Councillor Stevenson felt it would be a good idea for Ray to present to Council.

Ray thanked Mayor and Council for the opportunity to speak. He noted that he has lived in Cornwall for many years and takes great pride in being a Cornwall resident. He thinks that Cornwall Main Street should be beautiful and welcoming to people. He noted that since Fiona, there are a number of properties that have downed trees that make it look, in his opinion, like a war-torn area. He would like to see the Town clean up the dead trees on various properties. There was discussion on the pros and cons of leaving downed trees in areas that are not accessible.

The Town will investigate what can be done in the Public Right of Way but are not able to go onto private properties. There was also discussion on the large costs that would be associated with a cleanup of that magnitude. Mayor and Council thanked Mr. Gaudet for his passion for Cornwall and for bringing his concerns to Council.

PLANNING

- a) Reports/Minutes – April 1, 2026 (Draft) Minutes included in the package.
- b) Information Items – Nil
- c) Request for Decision –

Deputy Mayor MacIsaac advised that property owners in the vicinity of the properties (298 and 322 Main Street) requesting rezoning were notified of the request to rezone, and a Public Meeting was held; this meeting also included a proposed Development Bylaw amendment to allow narrow lot single detached dwellings as a permitted use in the PURD Zone section 13.

The Deputy Mayor noted there was no negative feedback other than concerns on the type of commercial development that may be permitted should the rezonings proceed. CAWG expressed some concerns over potential environmental impact of rezoning the land from Residential to General Commercial due to an area of wetland.

Deputy Mayor MacIsaac noted that the property owner understands that there would be required environmental procedures in place should the bylaw amendment occur, and a development application be submitted. There was no negative feedback on the proposed narrow lot amendment.

Rezoning – 298 Main Street

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council consider an amendment to the Zoning Map, being Schedule “A” of the Bylaw and the General Land Use Plan in the Official Plan, in reference to the application to rezone 298 Main Street, being PID 245969, from Planned Unit Residential Development (PURD) to General Commercial (C1).

Rezoning – 322 Main Street

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council consider an amendment to the Zoning Map, being Schedule “A” of the Bylaw, and the General Land Use Plan in the Official Plan in reference to the application to rezone 322 Main Street, being PID 245977, from Planned Unit Residential Development (PURD) to General Commercial (C1).

Councillor Herlihy noted that she would not be voting in favor of these resolutions. She noted that there was a reason why it was changed to PURD and she does not see justification to revert back. 322 Main Street has the wetland, and 298 Main Street would just be a spot zone. The business park is across the street, but this side is currently all residential.

Development Bylaw Amendment Section 13

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council consider an amendment to the Town of Cornwall's *Zoning and Subdivision Control (Development) Bylaw #422* to allow narrow lot single detached dwellings as a permitted use in the PURD Zone section 13.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

Appoint Inspector – Property Maintenance Bylaw #221

It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall rescinds the appointment of Spencer Hay as an Inspector under the *Property Maintenance Bylaw* and appoints Geoff Baker, Manager of Engineering and Capital Projects, as an Inspector under the *Property Maintenance Bylaw*.

Appoint Municipal Election Officer (MEO) and Deputy MEO

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall appoint Tim Garrity as the Municipal Election Officer and Stephanie Thorpe as the Deputy Municipal Election Officer for the 2026 Municipal Election.

Councillor Campbell recused himself at 5:03pm. He stated that his daughter is part of one of the sport associations and he feels it better to not be a part of the discussions.

Update Activity Credit Resolution PR-06-2021

It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall Council amends the "Activity Credit" for Town of Cornwall residents as follows:

- (A) the credit shall be in the amount of forty dollars (\$40), for all town residents,
- (B) the credit shall be provided upon presentation of a receipt of payment to a recreational, leisure, artistic, educational, or social activity of the resident's choice,
- (C) the credit may be used as full or partial payment for any town offered program or activity, but does not have to be for a town offered program or activity,
- (D) one credit per eligible resident per fiscal year, and
- (E) this credit cannot be combined with any other activity credit the town currently provides save and except the walking track reimbursement at the APM Centre which is available to all residents of the Town of Cornwall.

Councillor Campbell returned to the meeting at 5:11pm.

Potential Projects (Conjunction with CADC)

Manager MacKinnon met with Aaron Hanson, Director of CADC and was provided with a list of potential CADC projects. There was discussion about having Mr. Hanson or a representative of CADC out to a future meeting. It was noted that CADC does not provide funding for projects but may be able to assist with finding funding and project management.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – Minutes were not available for the package. Councillor Herlihy provided the following updates:
 - The Committee met this week with a focus on planning for the Dandelion Festival on May 23rd 1-4pm at Cornwall Town Hall.
 - Watter School was a success. Judging for the calendar artwork will take place at the next Utility and Environment meetings. Award presentations will take place at the May Council meeting.
 - Taleah Logue will be returning as the summer student and will pick up on the Water Audit program. There will also be a focus on the new Resident Water Efficiency Rebate program.
 - There was discussion on the Property Maintenance Bylaw and ways to incorporate naturalization areas into the bylaw.
 - An insert on water audits was included in the April Water and Sewer billing.

- b) Information Items – Nil
- c) Requests for Decision –

Water Efficiency Rebate Program

It was moved by Councillor Herlihy and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall establish the Residential Water Efficiency Rebate and Exchange Program, as considered at the Committee of Council meeting of April 15, 2026, to be administered in conjunction with the Town's existing Residential Water Audit Program and funded through the approved Utility operating budget allocation.

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – April 1, 2026 (draft) Minutes included in the package. Councillor Frizzell provided the following updates:
 - Representatives from the Humane Society were present to discuss their services in Cornwall and recent concerns received.
 - There was discussion on potential amendments to the Animal Control Bylaw.

- b) Information Items –

Animal Control Bylaw #203 Amendment

There will be further discussion on potential amendments at next month's meeting.

- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
 - (i) Manager's Report – April's report included in the package. Councillor Stevenson provided the following updates:
 - The Easter event was a great success with over 300 treat bags being handed out. Top Hat Party was on hand in addition to inflatables and the Town's mascot Maizie.
 - The Mother's Day Tea will take place on May 9th.
 - The 3rd Annual Community Yard Sale will take place on May 23rd 9am-12pm followed by the Dandelion Festival 1-4pm.
 - Summer Camps are full with a waiting list. Staff are looking into getting an expansion of spots.
 - The outdoor rinks, despite the mixed weather, had the best year yet with 39 days open. The rink at Primrose Park was well used and had a well-organized group of volunteers taking care of it.

- Manager Meunier is compiling parade float designs for review.
- The Just Live Fun Run will take place in late August. The Town will provide some in kind support.

b) Information Items –

Just Serve – Councillor Stevenson has reached out to Amherst, NS to discuss their decision to add the Just Serve app to their website. CAO Coady suggested getting a legal opinion as there are concerns that if the Town facilitates the app, the Town could attract liability for potential unforeseen occurrences for limited benefit to the Town. Councillors Campbell and Herlihy noted that they have the same concerns about potential Town liability.

Councillor Stevenson noted although he supports having a link to the app on the Town’s website, he is going to withdraw the item from consideration for now and do further research on it.

c) Requests for Decision –

“Just Live” Fun Run – In Kind Support

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall support the “Just Live” Fun Run with the following in kind services, as can be accommodated by town staff, to include:

- Moving the cement blocks at Cornwall Auto & Tire from Main St.
- Municipal staff assistance with fencing set-up on the Saturday
- Support with drop-off and pick-up for Vesey’s golf cart
- Access to tables, electrical outlets and generators (3) on event day
- Complimentary outdoor pool admission for participants on event day
- Civic Centre room rental for the event weekend, and a few evenings in the months prior to help with the packing of virtual kits

PUBLIC WORKS

- a) Reports/Minutes – The Committee did not meet. Councillor Campbell provided the following update:
- Due to the Water School presentation at the May Council meeting, the Public Works Committee will determine another time to meet.

a) Information Items – Nil

b) Requests for Decision –

2026 Grass Cutting – Award of Contract

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution that Town Council award the 2026 Grass Cutting Contract to B&L Landscaping as per their quote dated March 26, 2026.

Councillor Stevenson wanted to note that he has had a lot of positive feedback on Atlantic Mowing & Trimming, after years of complaints with previous contractors, and would have been in support of keeping Atlantic Mowing & Trimming on again this year. Councillor Campbell assured Council that Public Works staff would be keeping an eye on the standard of work being performed.

WATER/SEWER UTILITY

- a) Reports/Minutes – The Committee did not meet. Councillor Stevenson provided the following updates:
- The new water tower is one third filled. Commissioning of the water pressure chamber will take place on the 17th. Once completed the tower will be slowly filled.
 - The Cornwall Road extension project received funding from the Build Communities Strong Fund which will assist with the cost of water and wastewater expansion which will allow for future development. The tender for the project will close April 23, 2026.
 - The Town submitted an MSC application for the Warren Grove Watermain Upgrades. Funding approvals will be announced in June. Upgrades are to be completed in conjunction with the Province’s construction of a new round about at Warren Grove and Kingston Roads. The Province will host a public meeting regarding the round about at a later date.
 - The Wastewater Strategy RFP closed in March and staff are reviewing submissions. The Town is awaiting MSC funding status before a contract can be awarded.
- b) Information Item – Nil
- c) Requests for Decisions - Nil

CORRESPONDENCE

Councillor Frizzell left the meeting at 6:00pm

Sponsorship Request – Team PEI Flag Football National Championships

It was moved by Councillor Campbell and seconded by Councillor Herlihy to bring forth a resolution that the Town of Cornwall be a “Meal Sponsor” for Team PEI at a cost of two hundred and fifty dollars (\$250) at the FFNC tournament.

Councillor Frizzell returned to the meeting at 6:03pm.

Special Olympics – Enriching lives Gala

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall purchase three tickets to the Special Olympics PEI 2025 “Enriching Lives” Gala at the cost of one hundred and fifty dollars each.

Sponsorship Request – Make-A-Wish

It was moved by Councillor Herlihy and seconded by Councillor Campbell to bring forth a resolution that the Town of Cornwall donate \$250 to the HMCS Charlottetown 2026 “Run for Wishes” campaign.

Thank You – QEH Donation

The Town received a thank you for the recent donation to the QEH Foundation.

OTHER

Nil

IN CAMERA

MGA s.119(1)(e) - It was moved by Councillor Stevenson and seconded by Councillor Campbell that the meeting would move “In Camera” at 6:12pm.

Motion Carried

The meeting resumed regular session at 6:29pm.

ADJOURNMENT

The meeting was adjourned at 6:30pm.

Minerva McCourt, Mayor, Chair



TOWN OF CORNWALL

RESOLUTION

DATE: April 27, 2026

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-24-2026 July Committee/Committee Meetings Time Changes

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: Wednesday is the primary meeting day of the week for Town of Cornwall Committee and Council meetings;

And Whereas: The first Wednesday in July this year is Canada Day and is a holiday, but there are five Wednesdays this July allowing the meeting schedule to proceed in normal sequence if Wednesday meetings are moved back by one week for the month of July 2026;

Therefore, Be it Resolved: That the date and time of Town of Cornwall Committee and Council meetings for July 2026 are moved back by one week starting on Wednesday July 8th.



TOWN OF CORNWALL

RESOLUTION

DATE: May 27, 2026

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-25-2026 Bragger's Cup – Hole Sponsorship

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Corey Frizzell**

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

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

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



TOWN OF CORNWALL

RESOLUTION

DATE: May 27, 2026

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-26-2026 MADD Canada Ad Purchase

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: On average, four Canadians are killed and 175 are injured every day as a result of impaired driving;

And Whereas: MADD Canada is a registered non-profit agency whose mission is “to stop impaired driving and support victims of that violent crime”;

And Whereas: MADD Canada annually publishes a “Message Yearbook” which is supported by the sale of advertising in the yearbook and the Town of Cornwall wishes to support MADD Canada in pursuit of the fulfillment of its mission;

Therefore, be it Resolved: That the Town of Cornwall purchase a colour business card advertisement in MADD Canada’s annual “Message Yearbook” for the cost of three hundred and twenty nine dollars (\$329) plus the applicable HST.

**Town of Cornwall
Environment and Sustainability Committee Meeting
Monday, May 11, 2026, at 5:00 PM**

Chair: Councillor Judy Herlihy

Committee Members Present: Councillor Cory Stevenson, Mayor Minerva McCourt

Staff Members Present: Geoff Baker – Manager of Engineering and Capital Projects,
Doug Longmore – Manager of Infrastructure

Also Present: Veronica Jendrick, Watershed Coordinator; Brennan
McDuffee, Resident; Barb MacMillan, Resident

Regrets: Deputy Mayor Jill MacIsaac

1. Call to Order

The meeting was called to order at 5:00 p.m. by Chair, Councillor Herlihy.

2. 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.

3. Approval of Agenda/Additions to Agenda

Moved by Councillor Stevenson, seconded by Mayor McCourt that the Environment and Sustainability Committee agenda be approved with the following modification: move item 7.3 to 7.1, with the remaining items to be re-numbered accordingly.

4. Disclosure of Conflict of Interest - Nil

5. Approval of Minutes

Moved by Councillor Stevenson, seconded by Mayor McCourt that the Environment and Sustainability Committee minutes of April 13, 2026, be approved as circulated.

6. Delegation

Cornwall Resident, Barb MacMillan spoke to the Committee regarding a number of ideas related to water conservation. Ms. MacMillan discussed potential measures to reduce excessive lawn watering and encourage residents to be more mindful of their water consumption. She encouraged the Committee to review Bylaws from other jurisdictions to better understand how other municipalities regulate water usage. Chair Herlihy, committee members and staff discussed a number of initiatives currently undertaken by the Town to promote and educate residents on responsible water use.

7. Business Arising from Minutes

7.1 2026 Dandelion Festival Planning

The Committee discussed ongoing planning for the upcoming Dandelion Festival scheduled for May 23, 2026. Committee members discussed participation from various groups and organizations, including Cornwall Connect and the Women's Institute.

Discussion took place regarding event materials, including the potential use of logo stamps or small logo stickers for the seed packages that will be given away. Committee members also discussed options for the artwork board panels.

The Committee reviewed event supply requirements, including food service items, condiments, napkins, juice boxes, and serving materials. Members emphasized that single use plastics should be avoided and paper-based products should be used.

Discussion took place regarding printing requirements, colouring pages for children, and coordination of event tables and equipment.

The Committee also discussed establishing and clearly marking a temporary "No Mow Zone" around Town Hall in advance of the festival. It was noted that staff would coordinate with the Town's grass cutting contractor regarding the matter.

It was noted by Chair Herlihy that the Food Service at Special Events application has been submitted.

Committee members discussed promoting the event through a press release to be issued in advance of the festival.

7.2 Residential Water Efficiency Rebate and Exchange Program

The Committee was presented with the final draft version of the Residential Water Efficiency Rebate and Exchange Program. Committee members reviewed the low flow showerhead specifications and pricing. It was noted that Billy has ordered 25 low flow showerheads for the program.

7.3 Forest Management Plan

The Committee was advised that we are still waiting to hear from the Province about the funding application to facilitate the project.

7.4 Property Maintenance Bylaw

The Committee reviewed the second draft of Property Maintenance and Dangerous or Unightly Premises Bylaw. It was noted that CAO Coady had proposed a number of revisions to the draft, which will be incorporated and circulated to the Committee by email.

The Committee discussed that the Bylaw falls under the terms of reference of the Planning Committee. As such the Bylaw will be forwarded to the next Planning Committee meeting for

further review prior to being submitted for legal review. Once the legal review has been completed, the Bylaw will proceed through the Council approval process.

8. New Business

8.1 Rain Barrels

The Committee discussed whether rain barrels could be incorporated into the current Green Lawn Rebate Program, or whether an amendment to the existing program would be required. Geoff was asked to investigate the matter further and report back to the Committee and the resident who had inquired about a potential rain barrel program.

8.2 Water School Artwork Judging

The Committee will proceed to judge the water school artwork immediately following the adjournment of the meeting.

9. Cornwall and Area Watershed Group Update

Veronica provided the Committee with an update on CAWG activities over the previous month and as they gear up for a busy season.

Discussion took place regarding the recent presentation to Committee of Council by Cornwall resident, Ray Gaudet, concerning downed trees along Main Street, specifically in the area of the creek below John Street. Veronica advised that CAWG staff can investigate the area to determine if any work may be required; however, CAWG would not have the necessary resources to undertake any significant cleanup work. It was also noted that leaving the downed trees within the stream would be beneficial to the overall stream. The Committee discussed the potential to have additional information gathered about the downed trees on Town property via the inventory work that would be conducted should we proceed with the Forest Management Plan. Geoff was directed to contact Mr. Gaudet to advise that the Town will continue its investigation into the issue.

10.. Correspondence – Nil

11. Adjournment

11.1 The meeting was adjourned at 7:10 PM

The next meeting time is Monday, June 8, 2026, at the Town Hall.

Judy Herlihy
Chair

Geoff Baker
Manager of Engineering and Capital Projects

DRAFT

TOWN OF CORNWALL
MUNICIPAL AND EMERGENCY SERVICES COMMITTEE
Wednesday, April 1, 2026, at 5:30pm

Attendance: Councillor Frizzell (Chair), Councillor Herlihy, Mayor Minerva McCourt
Staff: Kevin Coady (CAO)
Others:
Guests: North River Fire Department – Deputy Chief Jonathan Arsenault and Kevin Bernard -
EMO Consultant Aaron Campbell

1. CALL TO ORDER

Councillor Frizzell chaired the meeting which was called to order at 5:35pm.

2. LAND ACKNOWLEDGEMENT

Councillor Frizzell 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 THE AGENDA

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

CARRIED

4. APPROVAL OF THE MINUTES

It was moved by Councillor Herlihy and seconded by Mayor McCourt that the Minutes of April 1, 2026 be approved as distributed.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. PRESENTATIONS/DISCUSSION

a. North River Fire Department (NRFD) – Two members of the NRFD (Jonathan Arsenault, Kevin Bernard) attended the meeting and held an in depth discussion with the committee members.

Mr. Bernard walked the committee through the NRFD 2026 operating and capital budget, highlighting various items in the budget and educating the Committee members on what some of the various equipment is. Deputy Chief Arsenault provided a handout which contained a very good summary (appended to these minutes) of annual call volumes and types, and the number of hours required to respond to these calls.

They informed the Committee that there are currently thirty six members in the department with a good mix of experienced and new members. The Department currently serves twelve municipalities as well some unincorporated areas in the Fire District. It was also explained that the NRFD is currently transitioning, on a trial basis, to a platoon based response system for members. This system is currently in use by Summerside Fire.

Committee members asked several questions of the guests including around the evolving issue of EV vehicle fires and lithium ion batteries. The Department hasn't had any actual EV vehicle fires to date but have dealt with several calls related to smoking lithium ion batteries. They do have specialized equipment to deploy in case of an EV vehicle fire. In response to a question regarding the 911 call system, they explained that 911 calls are dispatched through Medacom Atlantic (a subsidiary of Island EMS) and how calls that should go to 911 but are directed to the firehall itself are handled.

The Chair thanked the NRRFD members for attending and providing the detailed information they did.

b. CDA Consulting – Aaron Campbell – The Committee invited Mr. Campbell, who is the Town consultant for emergency management operations to discuss developing and carrying out an exercise of the municipal emergency management plan before the onset of the summer months.

Several scenarios were discussed that could be used as the basis for the exercise. The exercise would be developed by Aaron in collaboration with Keyin and be led by Aaron. It would involve the participation of council members, staff and partner organization members. Required attendees will be canvassed to determine a date for the exercise.

7. **REPORTS:** *(No reports were received before the meeting)*

- a. T3 Transit:
- b. North River Fire Department:
- c. RCMP:
- d. Bylaw Enforcement:
- e. Animal Control:

8. **ITEMS FOR DISCUSSION**

a. Epic Scooters -A request was received from Epic Mobility (Scooters) to extend the parking spaces agreement the Town entered into with the company for the parking of the company's e-scooters. Information summarizing the usage in Cornwall for the last term of the agreement was included with the request and subsequently was included in the meeting package.

There was general consensus among the Committee members that the agreement should be extended as it provides a service for residents and visitors and contributes to a cleaner environment. Concerns regarding helmets that had been raised previously have been addressed by the company with the use of "Smart Helmet Hardware". This item will be forwarded to Committee of Council and Council recommending an extension to the agreement be entered into.

b. A Draft of an updated Animal Control Bylaw, with revisions suggested by the Humane Society representative at the last Committee meeting in addition to other changes, was in the package for consideration by the Committee. The changes primarily included the removal of the dangerous dog and kennel provisions.

The Committee and staff had discussion on several other clauses in the draft. Staff noted that the draft has been sent to legal counsel and will be brought back to the Committee at the next meeting following the legal counsel review.

c. Transit Contract Renewal Update – Staff informed the Committee that renewal negotiations are ongoing between Trius Transit (the operator) and the Capital Area Transit Coordinating Committee (the

three municipalities). The most recent meeting was held the day prior to the Committee meeting. The draft contract is nearing substantial completion with disagreement between the parties remaining on three or four key terms. Once a complete draft agreement has been achieved between the negotiating parties, the draft will be brought to the Committee for review and comment before furtherance to the Committee of Council.

d. Next Meeting – Wednesday, July 8, 2026 (tentative) at 5:30. The Town Bylaw Enforcement Officer will be invited to this meeting.

9. **IN CAMERA MGA**

NIL

10. **OTHER BUSINESS**

NIL

11. **ADJOURNMENT:**

The meeting was adjourned at 8:03pm.

COREY FRIZZELL, Chair
Councillor

KEVIN COADY
Chief Administrative Officer

Kevin Coady

From: Matthew Cassidy <mcassidy@cochatlantic.ca>
Sent: May 8, 2026 3:26 PM
To: Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; Jeremy Crosby
Cc: nsmallman@townofstratford.ca; Moghimi, Elmira
Subject: April Ridership
Attachments: April Accidents.pdf; April Breakdowns.pdf; April Complaints.pdf; April Marketing.pdf; Charlottetown April Ridership.pdf; Cornwall April Ridership.pdf; Cornwall Mid Day Ridership.pdf; Stratford April Ridership.pdf; Stratford Mid Day Ridership.pdf

Hello All,

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

Here is a summary of the ridership from the expanded routes:

- East Royalty - 926
- Stratford Mid-day runs - 1,265
- Cornwall mid-day runs - 1,338

	April 2026	April 2025	% change	YTD 2026	YTD 2025	% Change
Charlottetown	114,643	119,813	-4.3%	438,969	484,213	-9.3%
Cornwall	3,789	2,683	41.2%	13,712	10,775	27.3%
Stratford	5,822	6,340	-8.2%	21,527	23,265	-7.5%

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
cochatlantic.ca | maritimebus.com



CORNWALL RIDERSHIP - APRIL 2026

Date	Day	Sum of Cornwall U	Sum of Cornwall U.18 Ups	Sum of Cornwall Offs	Sum of Cornwall U.18 Offs	Sum of Cornwall Ridership
04/01/2026	Wed	48	11	45	10	114
04/02/2026	Thu	78	18	67	6	169
04/03/2026	Fri					0
04/04/2026	Sat	28	16	22	12	78
04/05/2026	Sun					0
04/06/2026	Mon	45	14	50	9	118
04/07/2026	Tue	73	20	78	7	178
04/08/2026	Wed	81	20	73	9	183
04/09/2026	Thu	64	23	68	6	161
04/10/2026	Fri	73	24	76	24	197
04/11/2026	Sat	27	17	29	10	83
04/12/2026	Sun					0
04/13/2026	Mon	67	17	66	6	156
04/14/2026	Tue	79	16	71	4	170
04/15/2026	Wed	74	16	87	4	181
04/16/2026	Thu	68	14	81	9	172
04/17/2026	Fri	67	10	75	6	158
04/18/2026	Sat	39	13	24	8	84
04/19/2026	Sun					0
04/20/2026	Mon	77	14	66	11	168
04/21/2026	Tue	72	16	73	11	172
04/22/2026	Wed	71	4	70	6	151
04/23/2026	Thu	61	17	64	6	148
04/24/2026	Fri	60	15	81	12	168
04/25/2026	Sat	41	16	31	5	93
04/26/2026	Sun					0
04/27/2026	Mon	76	16	70	11	173
04/28/2026	Tue	76	19	71	6	172
04/29/2026	Wed	64	11	81	3	159
04/30/2026	Thu	76	17	84	6	183
05/01/2026	Fri					0
Grand Total		1,585	394	1,603	207	3,789

Route # (All)

CORNWALL RIDERSHIP - APRIL 2026

Values

Day	Non Paying Ridership	Sum of Cornwall Paying Ridership
Sun	0	
Mon	615	
Tue	692	
Wed	788	
Thu	833	
Fri	523	
Sat	338	
Grand Total	3,789	

	2026	2025	2024
Total Ridership	3,789	2,683	2,878
Monday - Friday	3,451	2,527	2,680
Saturday	338	156	198
Paying	21	21	21
Non - Paying	164	120	128
Working Days Average	338	156	198
Non - Paying Working Days Average	4	4	4
Working Days Average	85	39	50

Date	Day	9:15		10:15		11:15		12:15		1:15		2:15		3:15		Pick Up Total/dy
		Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	
04/01/2026	Wed	2	2	4	7	2	2	0	11	1	4	3	4	5	8	55
04/02/2026	Thurs	5	10	2	5	4	5	0	1	2	4	1	11	8	15	73
04/03/2026	Fri															0
04/04/2026	Sat															0
04/05/2026	Sun															0
04/06/2026	Mon	2	4	1	5	0	5	2	8	6	11	7	4	2	2	59
04/07/2026	Tues	3	11	3	2	4	3	3	6	5	2	8	6	6	14	76
04/08/2026	Wed	3	7	3	5	3	6	1	4	3	5	7	5	7	9	68
04/09/2026	Thurs	4	8	1	3	2	3	1	3	2	1	2	6	5	21	62
04/10/2026	Fri	5	9	3	3	4	7	9	13	2	6	4	11	12	4	92
04/11/2026	Sat															0
04/12/2026	Sun															0
04/13/2026	Mon	3	4	3	5	5	3	1	6	3	4	7	1	6	13	64
04/14/2026	Tues	3	7	1	4	2	2	3	3	2	4	6	6	7	17	67
04/15/2026	Wed	2	8	3	1	3	4	5	5	2	6	4	6	9	11	69
04/16/2026	Thurs	5	9	3	3	3	4	3	4	3	2	6	6	4	13	68
04/17/2026	Fri	3	5	2	5	3	2	1	3	6	4	9	0	7	6	56
04/18/2026	Sat															0
04/19/2026	Sun															0
04/20/2026	Mon	3	3	2	5	0	5	0	1	1	0	3	9	4	9	45
04/21/2026	Tues	3	6	1	5	4	3	2	3	3	4	7	3	8	17	69
04/22/2026	Wed	3	5	1	2	2	0	2	4	4	3	4	4	4	3	41
04/23/2026	Thurs	3	5	2	3	4	2	2	4	5	2	5	7	3	7	54
04/24/2026	Fri	4	5	4	7	1	2	9	4	5	2	3	6	8	8	68
04/25/2026	Sat															0
04/26/2026	Sun															0
04/27/2026	Mon	5	2	1	2	4	2	2	3	1	6	2	10	6	15	61
04/28/2026	Tues	3	7	3	4	1	3	5	4	3	2	10	6	4	17	72
04/29/2026	Wed	2	6	4	4	6	1	1	4	3	1	2	1	7	10	52
04/30/2026	Thurs	3	9	1	6	3	1	3	5	4	1	6	7	3	15	67
05/01/2026	Fri	69	132	48	86	60	65	55	99	66	74	106	119	125	234	1338

Note: the 18 yrs old and below are included in every pick- up and drop off.

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

April 2026



Call Type	Number
Fire Alarms	3
Vehicle Fire	1
Carbon Monoxide Alarm	1

Fire Calls

	2021	2022	2023	2024	2025	2026
December	6 (6)	7 (7)	4 (4)	9 (9)	9 (9)	12 (12)
January	7 (13)	7 (14)	7 (11)	2 (11)	5 (14)	5 (17)
February	7 (20)	4 (18)	6 (17)	5 (16)	9 (23)	5 (22)
March	3 (23)	9 (27)	3 (20)	5 (21)	3 (26)	9 (31)
April	3 (26)	3 (30)	5 (25)	6 (27)	17 (43)	5 (36)
May	3 (29)	3 (33)	11 (36)	2 (29)	4 (47)	
June	11 (40)	4 (37)	13 (49)	9 (38)	6 (53)	
July	4 (44)	7 (44)	18 (67)	10 (48)	12 (65)	
August	8 (52)	8 (52)	7 (74)	12 (60)	9 (74)	
September	7 (59)	12 (64)	12 (86)	9 (69)	8 (82)	
October	6 (65)	14 (78)	7 (93)	4 (73)	9 (91)	
November	4 (69)	13 (91)	7 (100)	2 (75)	9 (100)	
Cornwall Totals	69	91	100	75	100	
NRFD Overall Totals	186	241	291	222	269	

Call Types

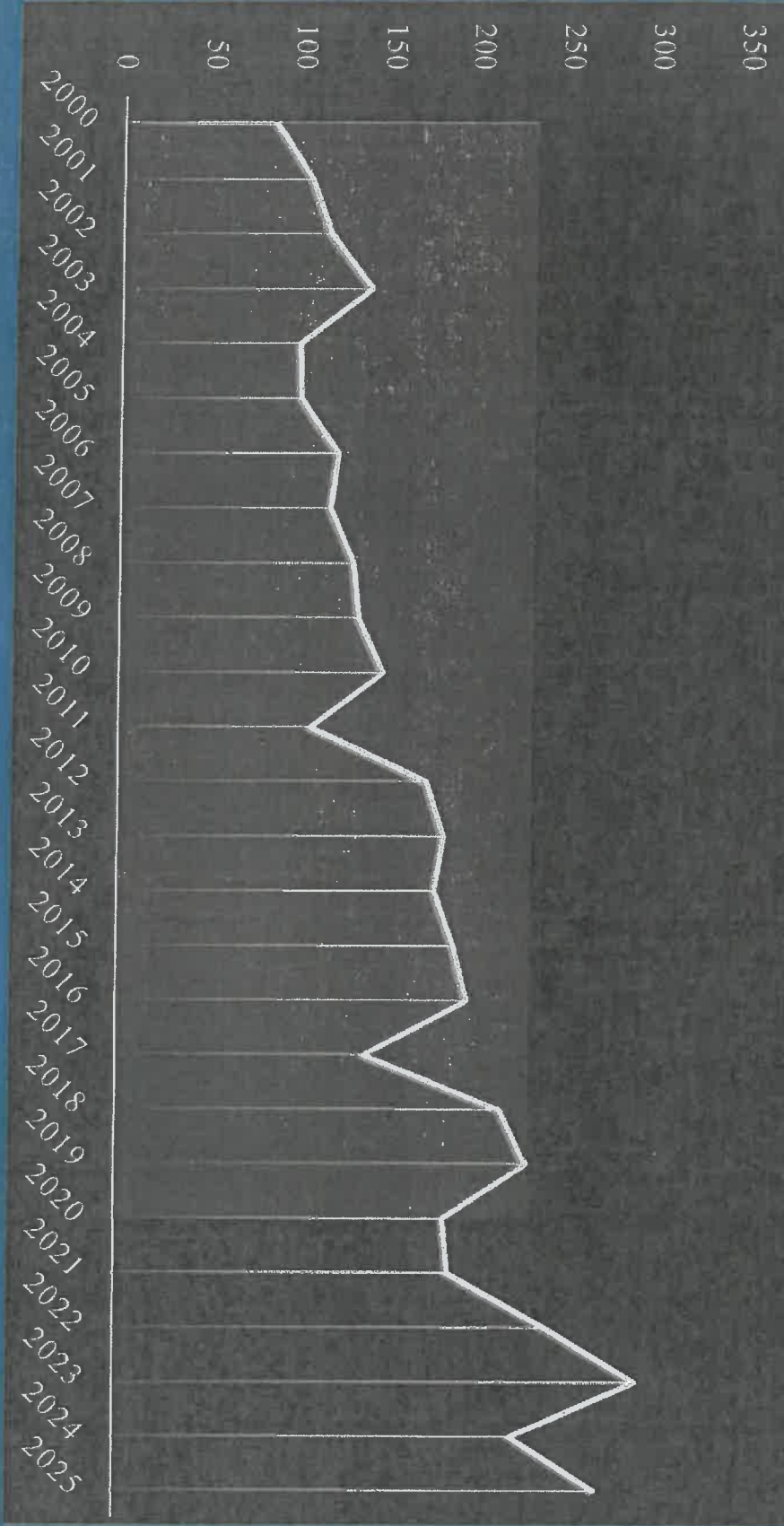
	2021	2022	2023	2024	2025	2026
Motor Vehicle Collisions	12	16	14	14	21	7
Misc. Fire type calls	17	28	16	11	20	10
Fire Alarms	22	19	31	23	32	10
Medical First Responder	10	19	29	22	16	3
Carbon Monoxide Alarms	1	3	2	1	2	3
Structure Fires	1	1	2	0	0	1
Vehicle Fires	2	1	1	2	3	1
Water Rescue	3	0	0	0	1	
Off-Road Rescue	0	1	0	0	0	
Ice Rescue	0	0	0	1	0	



2025

NORTH RIVER FIRE DEPARTMENT
SECRETARY'S ANNUAL REPORT

CALLS

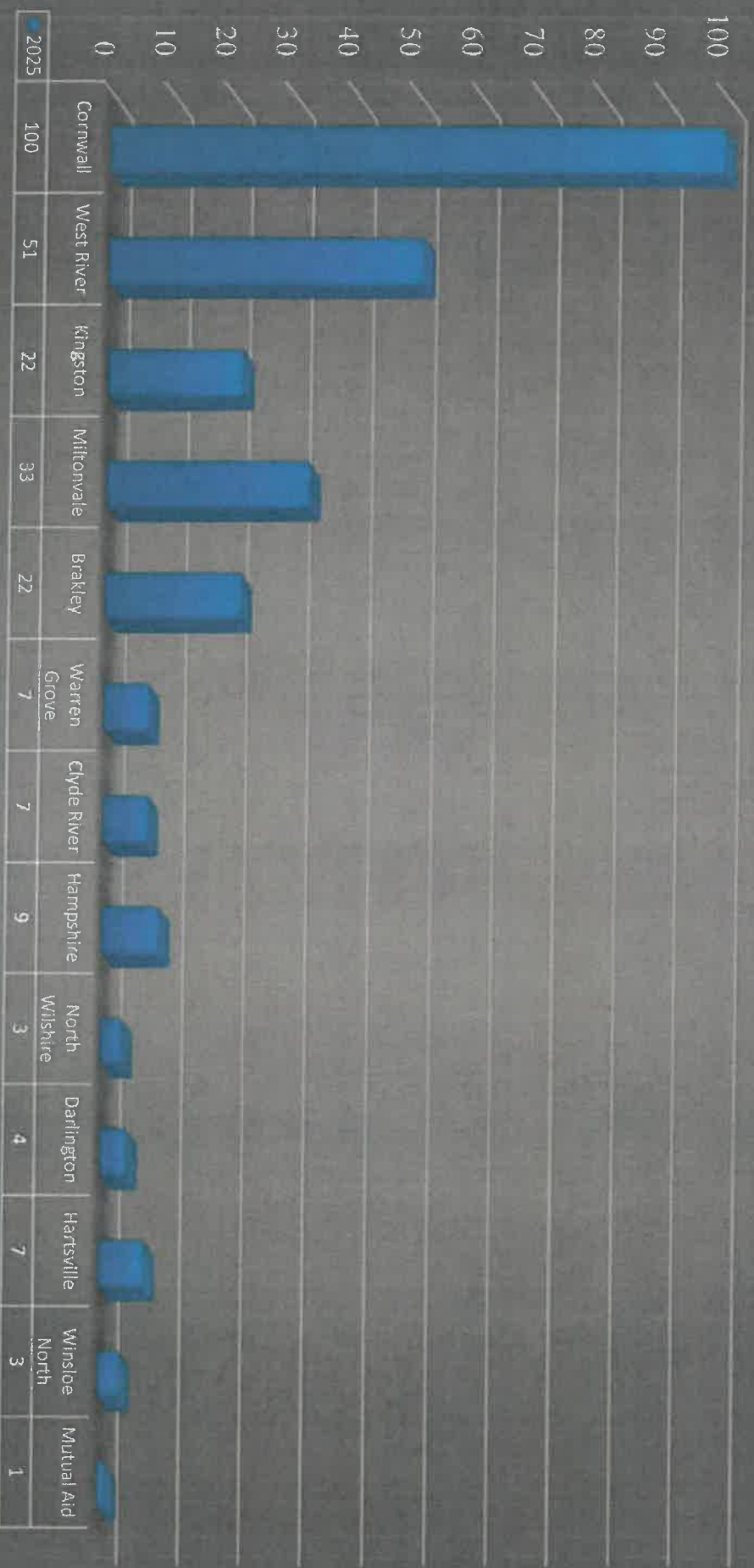


	MEETINGS	TRAINING	WORK NIGHT	SUNDAY DUTY CREW	FIRE CALLS	TOTAL
TOTAL HOURS	1,328 hrs	1,300 hrs.	1512hrs.	804 hrs.	6,644 hrs.	11,588 hrs
AVERAGE PER MEMBER	40 hrs. each	39 hrs. each	46 hrs. each	24 hrs. each	201 hrs. each	351 hrs. each

	DAYTIME (M-F)	OVERNIGHT	EVENING/ WEEKENDS	OVERALL
AVERAGE RESPONDERS PER CALL	23 (+3)	20 (+1)	23 (+3)	20 (-2)
LOWEST RESPONDERS	12 (-1)	10 (-3)	13 (+2)	

	2020	2021	2022	2023	2024	2025
DAYTIME CALLS (MON. - FRI.)	69	70	91	113	91	108
PERCENTAGE OF CALL VOLUME	38%	38%	38%	39%	41%	40%
OVERNIGHT CALLS	n/a	n/a	n/a	49	40	56
PERCENTAGE OF CALL VOLUME	n/a	n/a	n/a	17%	18%	21%

CALLS PER COMMUNITY



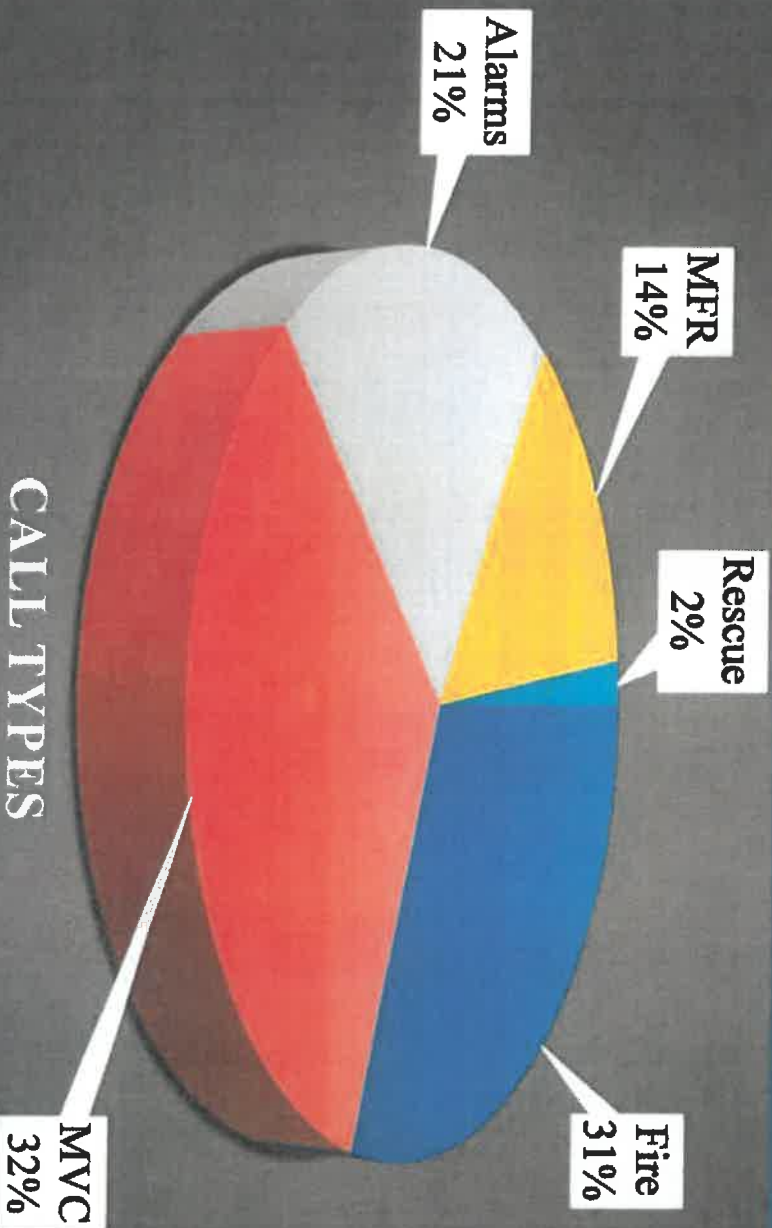
■ 2025

CALLS PER COMMUNITY



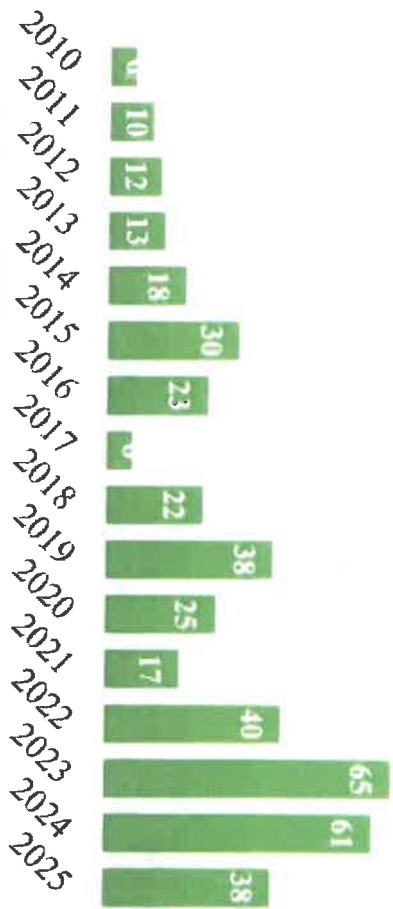
CALL TYPES

TOTAL	FIRE	MVC	MFR	ALARMS	RESCUE	OTHER
269	83 (+30)	85 (+27)	38 (-23)	55 (+12)	5 (-1)	1

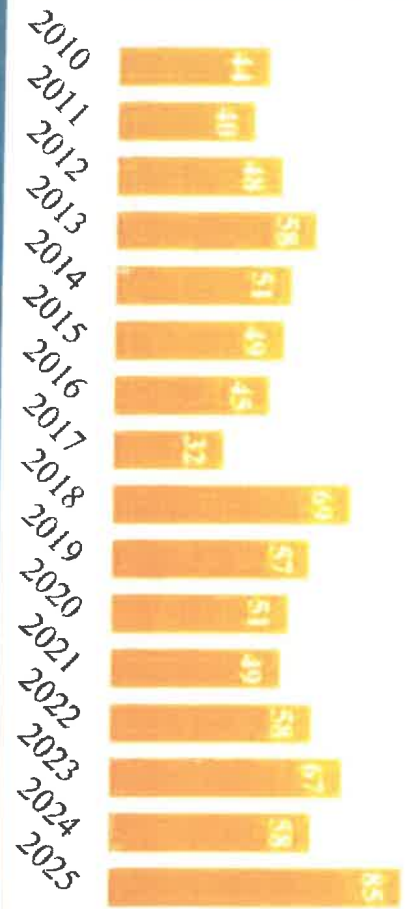


CALL TYPES

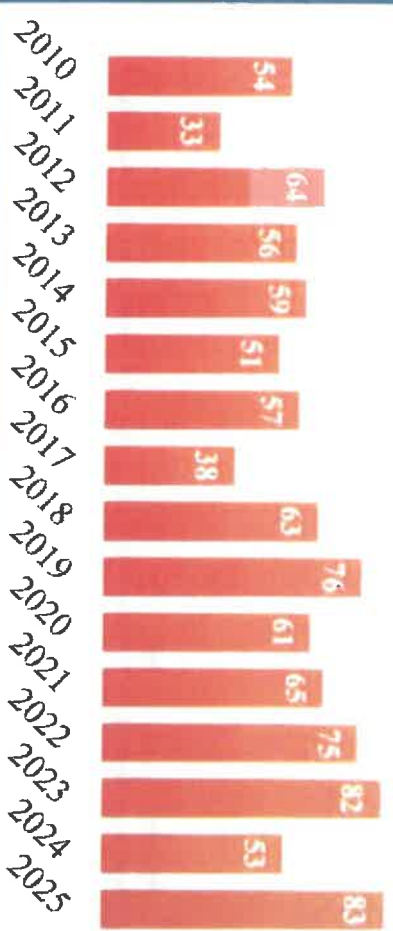
MEDICAL FIRST RESPONDER



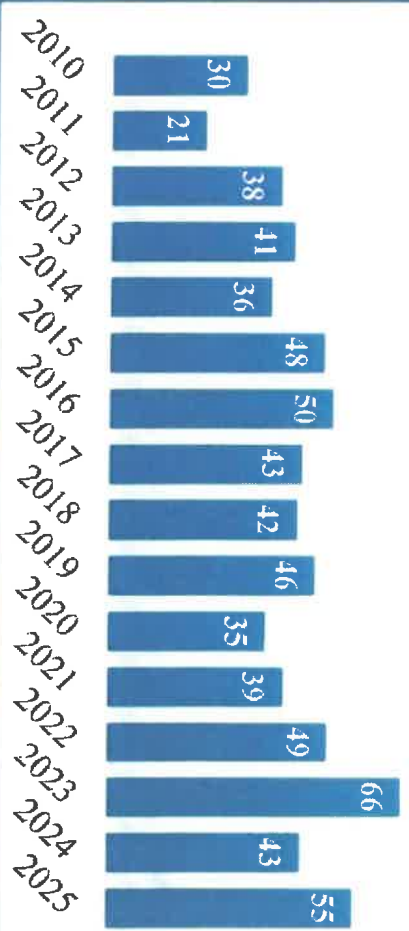
MOTOR VEHICLE ACCIDENTS



FIRE RELATED



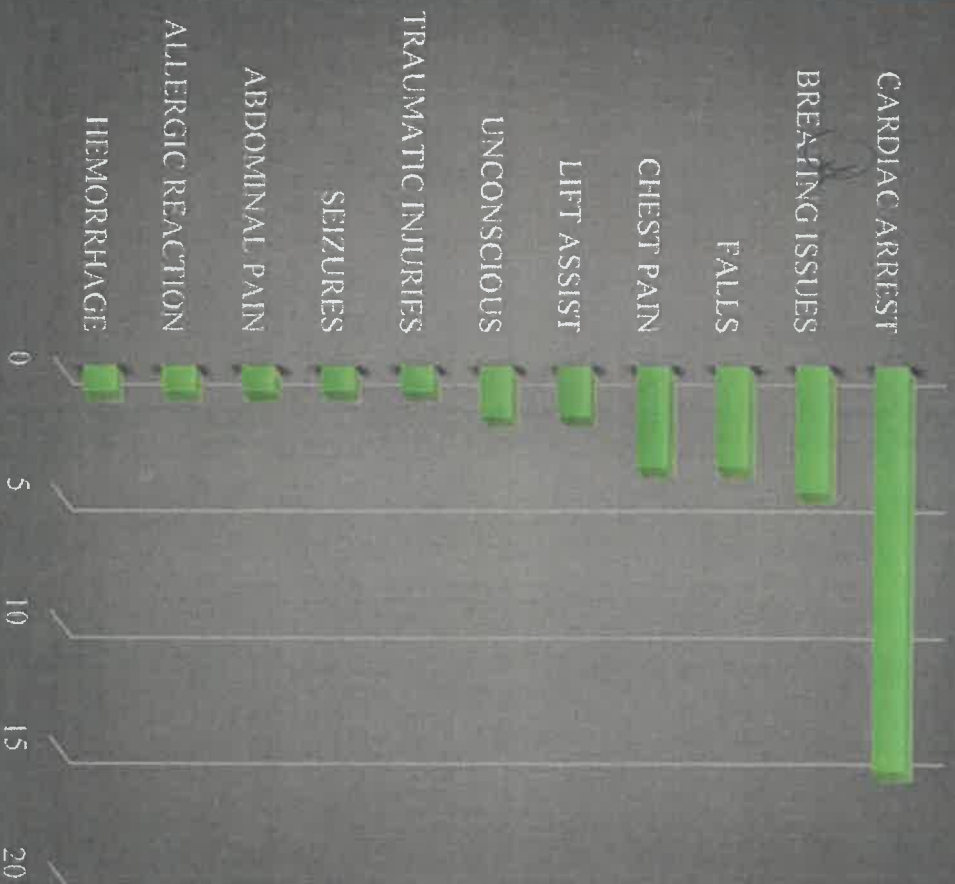
ALARMS



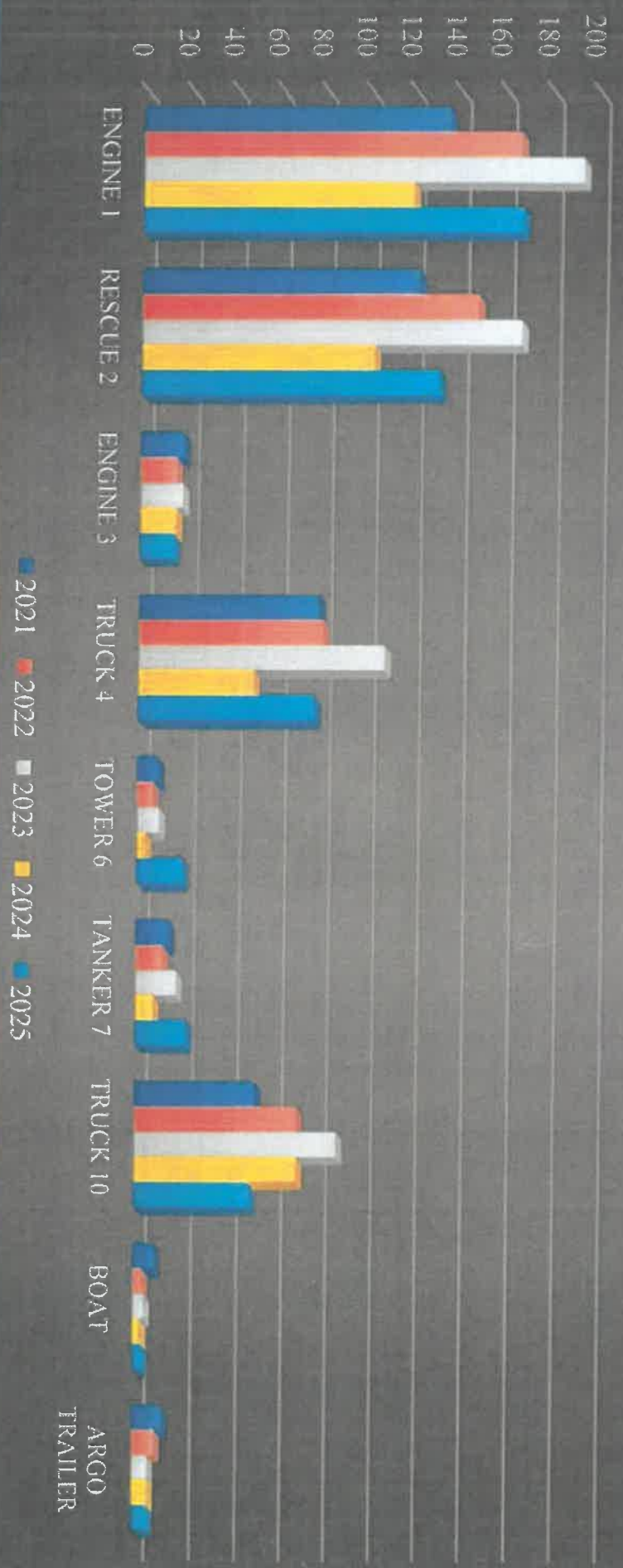
FIRE CALL TYPES



MFR CALL TYPES



APPARATUS RESPONSE



ENGINE 1	RESCUE 2	ENGINE 2	ENGINE 3	TRUCK 4	TOWER 6	TANKER 7	TRUCK 10	BOAT	ARGO	TOTAL
168 (+48)	132 (+29)	14 (-1)	77 (+27)	19 (+16)	21 (+14)	50 (-21)	3 (+1)	6 (=)	490 (+113)	

For Official Use Only

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Monthly Report

April 2026

Town of Cornwall

Prepared by:
L Division Criminal Analysis Section
2026-05-06



Royal Canadian Mounted Police
Gendarmarie royale
du Canada

Canada

Police Activity

Occurrence Summary

At ten, persons crimes remained consistent with last month and last year (8 and 7). Four of these involved assaults, with two of these being cleared by charge.

At fourteen, property crime matched levels for both last month and last year (15 and 21). Mischief was the most frequent occurrence type with seven, followed by fraud (3). The fraud incidents included banking and contractor disputes. No charges were laid/recommended in any of the fraud occurrences.

There were no drug enforcement occurrences reported in April, consistent with both last month and last year (2 and 1 respectively).

At 214, traffic enforcement accounted for most of the activity in April, as well as most of the month- and year-over increases. (last April 85 and last month 128). Year-over increases are seen in Speeding (+49), "Other" traffic violations (+56) and "Other traffic related duties" (+25). There were three impaired driving incidents reported, two of which were cleared by charge. There were no dangerous driving incidents. There were five reported collisions, none of which involved fatalities.

Overall, April 2026 recorded 307 occurrences with 299 founded or still under investigation. This level is slightly higher than both last month (238/225) and significantly higher than last year (158/147). It is also higher than the 12-month average for the Town (197/187).



Community Policing

Policing Initiatives

- Attended the monthly Citizens on Patrol meeting

Selective Traffic Enforcement Program

- Members conducted 36 STEP files
 - 11 on Main Street
 - 9 on Meadowbank Road
 - 3 on Ferry Road
 - 3 on York Point Road
- 3 on Cornwall Road
- 2 on Kingston Road
- 1 each on Route 1, Mill Pond Lane, Route 25, Route 19 and Water's Edge Lane

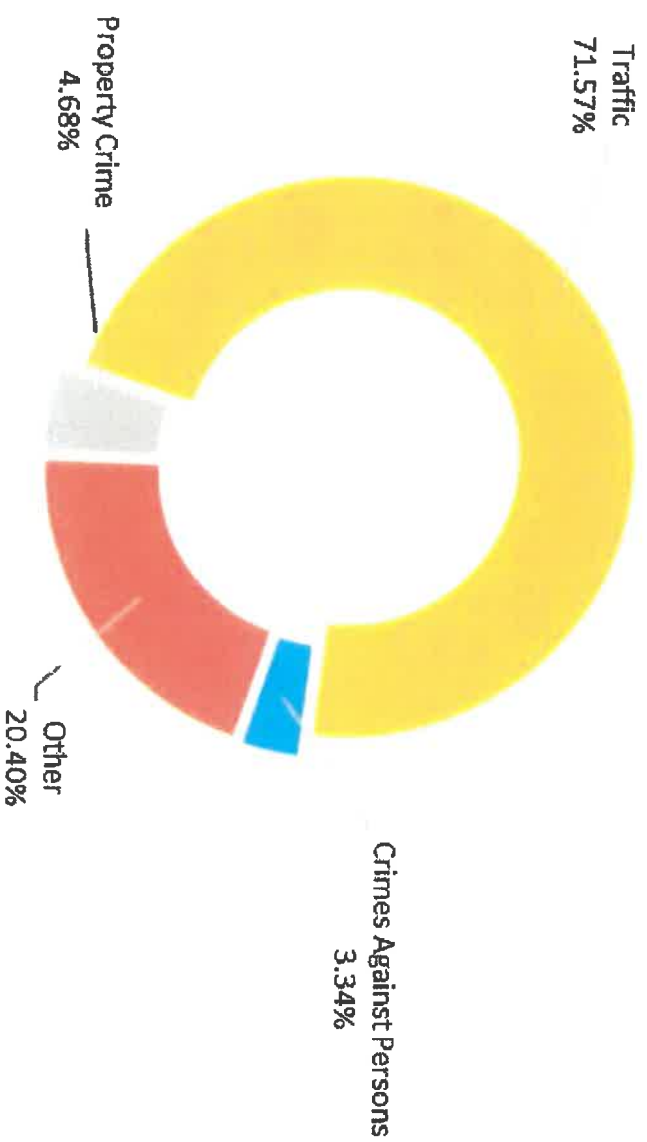


All Occurrences

Occurrences by Category - All Occurrence Types

Queens District RCMP (Cornwall)

April 2026



299 Founded/SUI of 307 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

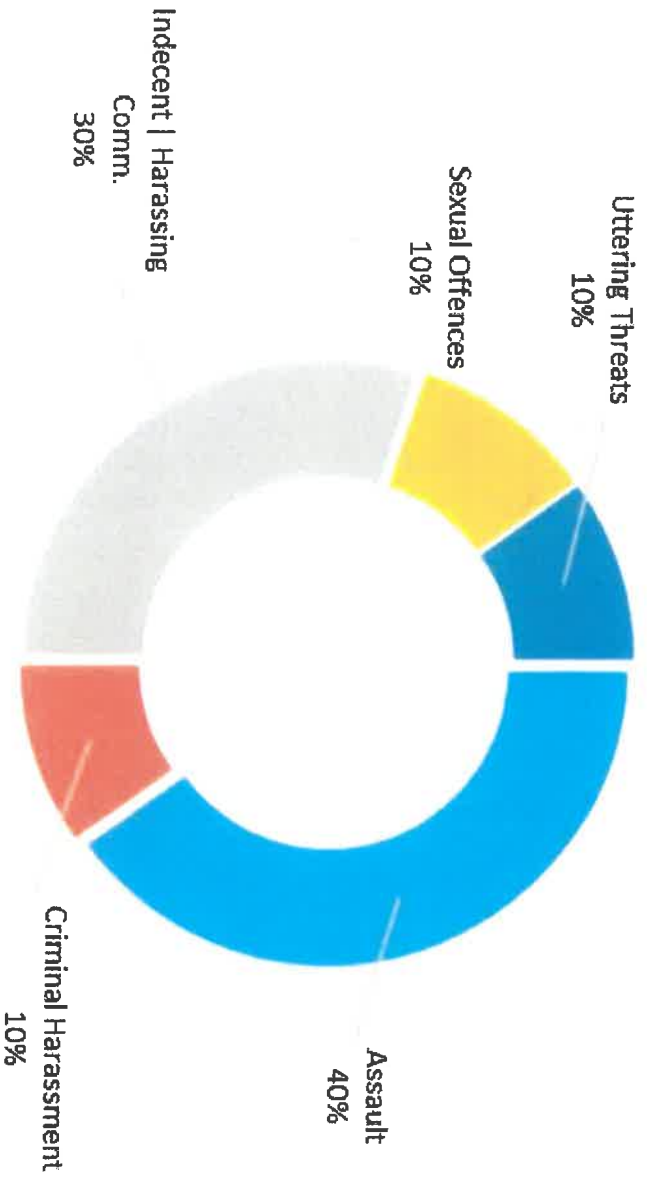


Occurrences - Person Crimes

Occurrences by Category - Crimes against Persons

Queens District RCMP (Cornwall)

April 2026



10 Founded/SUI of 307 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

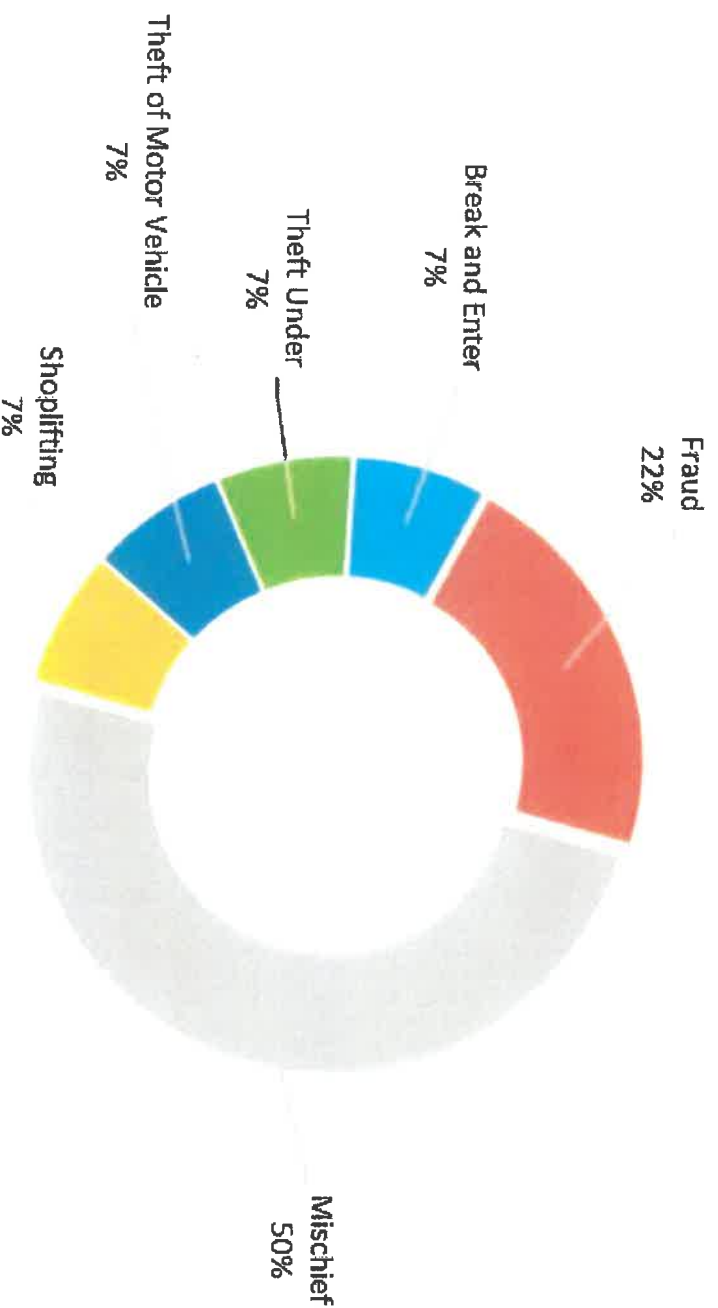


Occurrences - Property Crime

Occurrences by Category - Property Crime

Queens District RCMP (Cornwall)

April 2026



14 Founded/SUI of 307 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Occurrences - Drug Enforcement

Occurrences by Category - Drug Enforcement

Queens District RCMP (Cornwall)

April 2026

No occurrences reported in this period.

0 Founded/SUI of 307 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada

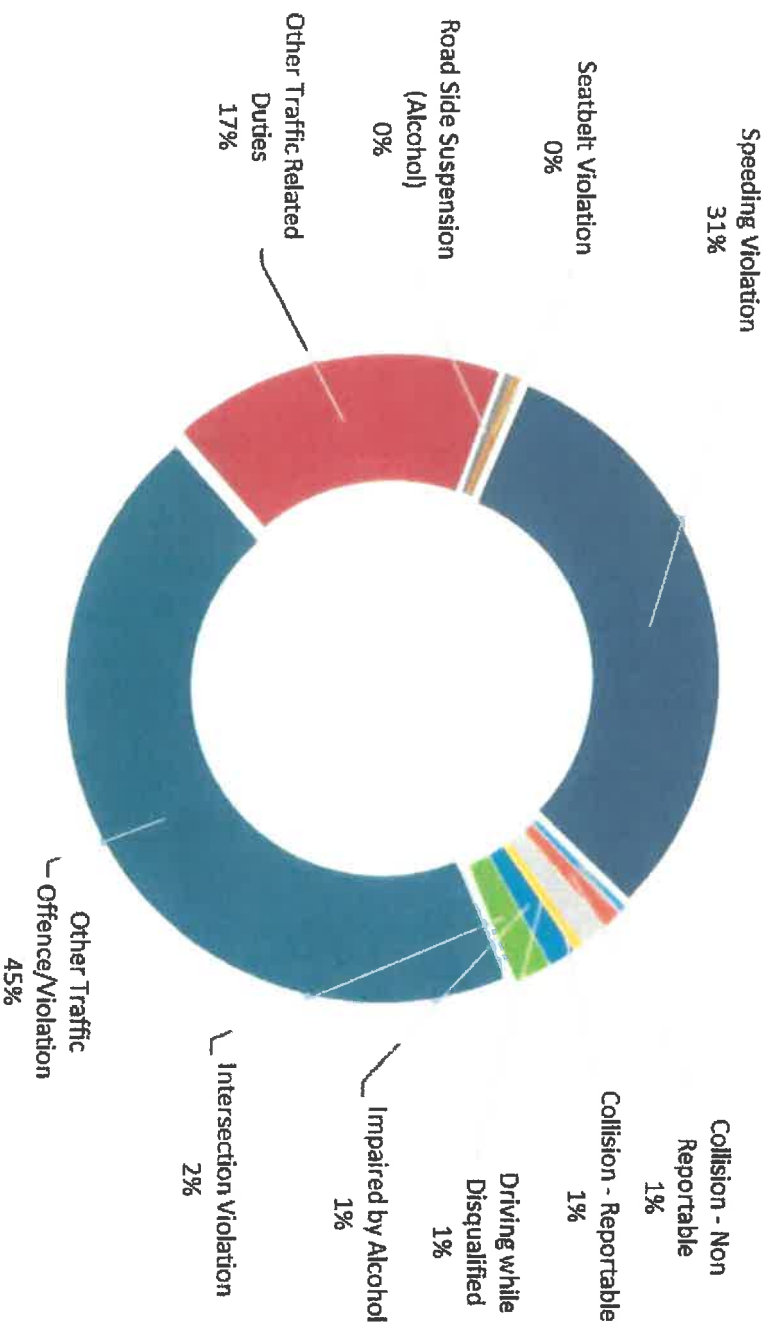
Canada

Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement

Queens District RCMP (Cornwall)

April 2026



214 Founded/SUI of 307 Total Occurrences

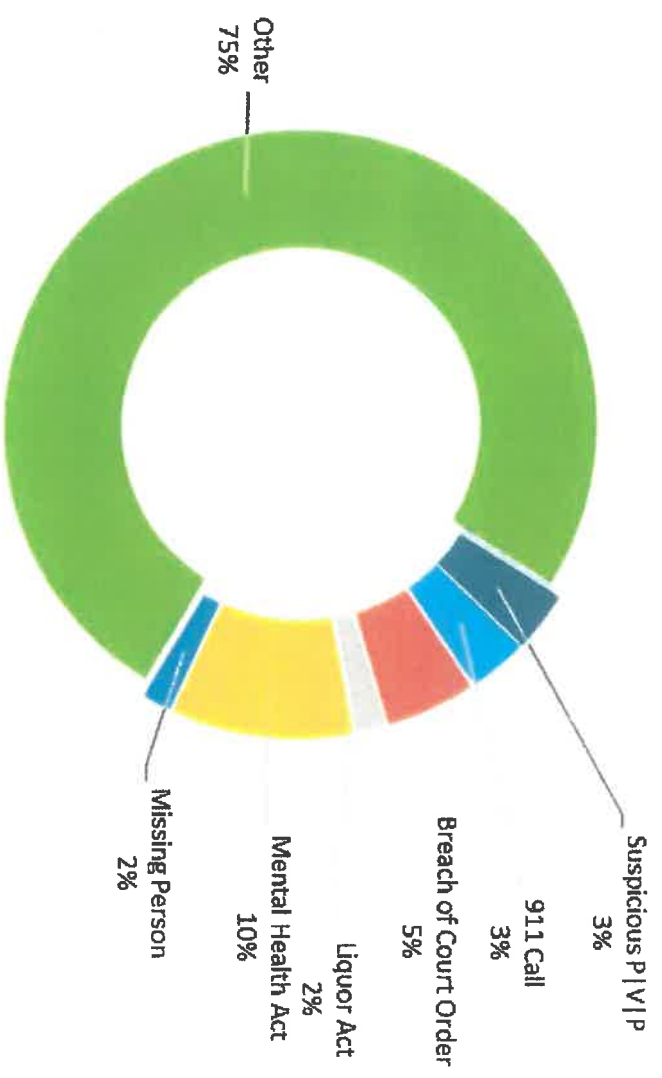


Royal Canadian Mounted Police
Gendarmerie royale du Canada



Occurrences - Other Occurrences

Occurrences by Category - Other Occurrence Types
Queens District RCMP (Cornwall)
April 2026



61 Founded/SUI of 307 Total Occurrences



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets / Warnings / Defect Notices

Type	Count	Fine Amount
Ticket	86	\$16,153.50
11(1)(a) - Driving passenger vehicle not registered	1	\$250.00
11(1)(b) - Driving passenger vehicle while registration expired	27	\$6,750.00
138(6) - Operating motor vehicle with improper glazing (tinting)	2	\$500.00
176(1)(a) - Driving at speed greater than is reasonable and prudent in conditions and with regard to hazards	1	\$150.00
176(3)(b)(i) - Speeding: 29 km /hr or less over limit	23	\$2,763.50
176(3)(b)(ii) - Speeding from 30-49 km/hr over limit	1	\$190.00
19(1)(a) - Operating vehicle with invalid inspection sticker	24	\$3,600.00
271(1) - Driving motor vehicle while license suspended or cancelled	1	\$250.00
290 - General offence provision to do anything contrary to the Act and regulations or failing to perform any act required by the Act or regulations	2	\$300.00
291.1(1) - Driver driving while holding or using hand-held communication device capable of receiving or transmitting phone calls, electronic data, email or text message	2	\$1,100.00
5(3) - Operating vehicle with invalid inspection sticker as required by the laws of the Province of Prince Edward Island. (MVIR 19(1)(a))	1	\$150.00
68 - Driving without being licensed to drive or with a license that is expired or invalid	1	\$150.00



Royal Canadian Mounted Police
Gendarmerie royale du Canada



Summary Offence Tickets / Warnings / Defect Notices

Type	Count
Warning	94
10(1.2) - Failing to produce driver's license, registration permit, and to submit to an inspection	3
11(1)(a) - Driving passenger vehicle not registered	1
11(1)(b) - Driving passenger vehicle while registration expired	8
138(6) - Operating motor vehicle with improper glazing (tinting)	1
162 - Following vehicle too closely	1
166 - Failing to obey traffic control signal or device	1
167(3)(a) - Entering intersection on yellow or amber light	2
167(5)(a) - Failing to stop on red light or "stop" signal at intersection	2
176(2)(g) - Speeding in municipality	3
176(3)(b)(i) - Speeding: 29 km /hr or less over limit	39
178(1) - Failing to signal change of direction, turn, or pulling into or out of curb	1
19(1) - Failing to carry or display registration permit	3
19(1)(a) - Operating vehicle with invalid inspection sticker	5
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	6
253(3) - Failing to produce driver's license and registration permit on request by peace officer	1
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
291 - Placing glaring or dazzling light toward traffic on highway	1
324(4) - Failing to carry and produce valid insurance card to peace officer when requested	10
60(b) - Operating vehicle not displaying current registration sticker	3
76(2) - Licensee failing to produce license upon request	1
92(2) - Driver failing to wear seatbelt, as required by subsection 92(4.1)	1



**Town of Cornwall - Summary of Month & Year to Date
(April 2026 - March 2027)**

Category	Last Month YTD	April	YTD
By-Law Cases - New		0	0
By-Law Cases - Closed		0	0
Humane - New		1	1
Humane - Closed		1	1
Dog Act - New		0	0
Dog Act Closed		0	0
Stray Dogs to Shelter		0	0
Stray Dogs Returned to Owner		0	0
Stray Cats to Shelter		0	0
Stray Cats Returned to Owner		0	0
Community Patrols		16	16
Licenses Issued		2	2
For The Record - New		1	1
For The Record - Closed		1	1
Health & Wellness - New		1	1
Health & Wellness - Closed (bites that break skin)		2	2
Total		25	25

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: May 27, 2026

DEPARTMENT: Municipal and Emergency Services

MOTION NUMBER: MES-05-2026 Epic Electric Scooters Agreement Extension

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Town of Cornwall entered into an agreement with Epic Electric Scooters Inc. (Epic) to enable the use of municipal space to park their electric scooters, and that agreement has expired;

And Whereas: The Town of Cornwall and Epic desire to extend that usage agreement for the 2026 season;

Therefore, be it Resolved: That the Town of Cornwall enter into the extension agreement as considered at the Committee of Council meeting held on May 20, 2026, with an expiry date of October 31, 2026.

TOWN OF CORNWALL
PARKS AND RECREATION COMMITTEE MEETING
April 8, 2026, at 4:30 PM

Attendance: Chair Cory Stevenson, Councillor Judy Herlihy, Councillor Steven Campbell,
Staff: Parks and Recreation Admin Jennifer Hanus, Parks and Recreation Manager Kim Meunier
Other: None
Regrets: Mayor Minerva McCourt, CAO Kevin Coady
Public: 0

1. CALL TO ORDER

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

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

Chair **Stevenson** made a note on the passing of Mark McLane. He noted that Mr. McLane had always been very supportive of the Town, attended many of the events, and was a sponsor for the Parks and Recreation Department events and programs.

It was moved by Councillor **Campbell** and seconded by Councillor **Herlihy** that the Agenda be approved as read.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

NIL

5. APPROVAL OF MINUTES

The minutes for February 11, 2026 meeting were not included in the package for the April 8, 2026 meeting and will be added to the next meeting.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. Just Live Run – new letter submitted

- i. The date was confirmed to be Sunday August 23, 2026 and noted that the date in the letter still said Saturday August 23, 2026.

- ii. Manager Kim followed up with the organising committee for the Just Live Run and a new letter was sent over with updated requests based on the conversation.
 - iii. It was noted that the cold plunge will not be held this year.
 - iv. The removal of the concrete barriers was approved
 - v. The request that required discussion was for Town staff to assist in setting up and taking down the fence supplied by the City of Charlottetown. Communication with the coordinator noted that there were no volunteers assigned to the fence at this moment, however, she could put a call out for a few people. After some discussion, it was stated that the Run Committee would have to provide that necessary number of volunteers to carry out the work, and the Town of Cornwall will be available to assist those volunteers.
 - vi. The A-frames requested were approved as they are the regular road barriers
 - vii. The drop off and pick up of the golf carts was approved.
 - viii. Access to the tables, electrical outlets and generators was approved with the note that the Run Committee will be responsible for delivering the tables to the locations needed.
 - ix. Pool admission was approved.
 - x. Civic Centre Room rental was approved, no staff needed for that.
 - xi. Chair Stevenson noted the ask for people to hand out medals at the finish line came late in previous years, and asked that Manager Kim check with the Run committee to confirm if they would like to have Councillors hand out medals.
- b. Chair Stevenson moved to support the Just Live run with the noted clarifications. It was seconded by Councillor Campbell.

7. NEW BUSINESS

a. Events

- i. Easter Recap
 - 1. Chair Stevenson noted that the event went well, though it was chilly. Chair Stevenson praised the staff for the well run event, and well organised.
 - 2. Manager Kim noted there were about 260 treat bags given out which was down from 2026. There were a lot of newcomer families.
 - 3. The event included face painting, balloon twisting, inflatables, games, and mascots.
 - 4. The bike was won by Austin Wright.
- ii. Mother's Day Tea – Scheduled for May 9, 2026 at 2. There are 14 registered so far. Dolores will be involved.
- iii. Yard Sale – the date for the Yard Sale will be May 23, 2026.
- iv. Dandelion Festival – date will be May 23, 2026 in the afternoon.
 - 1. Manager Kim noted that the board requested would be brought to the Town Hall for the Dandelion Festival Art world board.

2. Manager Kim suggested that a member of the committee visit the After School Program to promote the Dandelion Festival to the kids.
 3. It was discussed that Parks and Recreation staff will transport tables to the Town Hall following the Yard Sale and there would be a Parks and Recreation staff member on site for the Festival.
 4. Councillor Herlihy noted that Doris was confirmed for yoga in the dandelions.
- v. **Ball Hockey Tournament and Everybody Plays Golf Tournament**
1. Manager Kim noted the Ball Hockey tournament will be held at the Terry Fox Complex on May 23. Arsenault Bros Construction is sponsoring the ball hockey.
 2. The Golf Tournament would be held on June 5 for businesses and June 6 for general registration at Clyde River Golf Club. PBJ Construction is sponsoring the Golf Tournament.
 3. Manger Kim noted these two events were started as a way to raise money for children who are not able to afford to participate in sports. She mentioned that the committee will need to put together some program guidelines to get out to families.
- vi. **Bike Rodeo** – Councillor Herlihy enquired about the Bike Rodeo. Manager Kim explained that we normally run the Hop-On program for 4 weeks, then run the Bike Rodeo the next week. Kim noted we have been in contact with Cycling PEI and just have to confirm dates for the program to start.
- b. **Camp Updates**
- i. Manager Kim noted that the Sport and Adventure Camp is not up to capacity anymore with 22 registered
 - ii. It was reported that the numbers for the march break camp were strong. Participants went on outings and enjoyed some ice time at the APM Centre. The number for the camp were on par with 2025.
 - iii. **Summer Camps** – Manager Kim noted that the Camp at the Civic Centre was full (65) with 15 children on the waitlist. Sports and Adventure Camp was reported as at 34 participants. Specialty Camps are filling up as well. Manager Kim reported that we applied to expand our license at the Civic Centre to 90 participants. Manager Kim will reach out to the Lions Club to have a conversation about using the Lions Club space at the Civic Centre for the Summer Camps.
- c. **Programs**
- i. **Spring Programs** – registration is strong for these programs. Manager Kim noted there are a few new programs including Nerf Wars. It was noted that there was a teen category for Nerf Wars, but that only one teen had registered.
 - ii. **Ball Hockey** start on April 11, registration numbers are low compared to 2025.
 - iii. Some other programs were discussed including the Intro to Guitar and weekly Jam Sessions. The Seniors Walking Club was extended at the request of the participants. Councillor Herlihy asked about the Happy Dance and Tea and Talk programs. It was explained that the Happy Dance is a program run by an outside instructor and is a class meant to get seniors moving. The Tea and Talk program has ended for this year.
 - iv. Chair Stevenson wondered if we had extended the Pickleball program. The discussion was that there are now groups looking to rent the Pickleball Courts at the Terry Fox Complex. Councillor Herlihy brought up the need for a fee schedule,

and Manager Kim noted it would be similar to our Tennis Court fees. It was noted that there is no availability at the Beach Volley Ball Courts.

- v. Councillor Herlihy wondered when we would look to deciding on the next park to have improvements made. Manager Kim noted that this is normally done in the fall with the new equipment delivered in the Spring. The Park decided on in 2025 was Lowther Park and the equipment is scheduled for delivery in May. Councillor Herlihy wondered if some of the money from this year could be used to install more Pickleball courts at the Terry Fox Sport Complex. It was discussed that more pads were discussed, and that there had been a presentation in a previous meeting about improving Crystal Park and it was recommended by Manager Kim that this park be considered for improvement in 2026. This park is also small and the largest expense would be in fixing the basketball pad.

d. Facilities

- i. Outdoor Rinks - Manager Kim reported that the rinks officially closed on March 2 and we had 39 operational days which was up from 2025. The Primrose Point rink was well used and maintained by residents. It was suggested that the lights installed there be removed and installed at the Beach Volley Ball courts. Manager Kim noted that in 2026, it will be a goal to have the rinks set up before Christmas to take advantage of some of the colder days in December
- ii. Terry Fox Sport Complex – It was reported the official first week was the week of April 7, 2026. Manger Kim noted that Soccer PEI has high number of bookings, up from previous years. Manger Kim let Soccer PEI know there was more time available at the Turf Fields, and to spread the news to the teams. She noted there are a few other groups who are looking for turf time as well.
 - Manager Kim brought forth a request from Football to have bathrooms closer to the Football Turf whether that be port a potties or something else. Discussion included Manager Kim mentioning she had a conversation with RC United about leasing the Club House on site as it has bathrooms and in not in use this summer.

8. OTHER BUSINESS

a. Veterans Dinner Location

- i. Manger Kim was approached about a discussion as to why the Town of Cornwall hosts the Veterans Dinner at the Kingston Legion which is located outside of the Town of Cornwall. It was noted that the Cadets were serving at the Veterans Dinner until recently when the policy changed and cadets were no longer allowed to be in the room when alcohol is being served. As a result a request was made to see if the Town would consider moving the dinner to Cornwall.
- ii. The discussion centered around the fact that there is no legion within the Town of Cornwall and we are associated with the Kingston Legion. It was noted that the veterans enjoyed the location with the memorabilia and that the bar was used. The point that it was our local legion was emphasised. After the discussion, the Committee decided to keep the Veterans Dinner at the Legion.
- iii. Manger Kim gave an update on the remembrance banners for the light posts on Main St.. The banners are approximately \$150 each and at supplied by Flagtech as they have the rights to produce them. It was confirmed that the budget for the banners would be under the Main Street Spatial Plan. Manager Kim is waiting for an official quote for

the flags before submitting an application for funding. Veterans Affairs will cover up to 50% of the cost of the banners, and it is the same funding as the Veterans Dinner draws from. The discussion about how many banners were to be purchased followed and it was determined that the Town will purchase 25 – 40 banners in 2026. There was discussion about purchasing banners for Town festivals from a local company. Christmas decorations for the new light poles on the Cornwall Road were also discussed.

b. Parade Float

- i. Manager Kim reported the trailer that we intend to use for the parade float was taken to Dalmac recently so the company can make a concept drawing of what the float might look like and also provide a quote for it.

c. 50+ Bus Request

- i. A request was sent to the Town from the 50+ club for the use of the bus and a driver for the end of year trip in June to western PEI and would need 2 days to accommodate the number of club members wishing to attend. The Committee discussed the request and noted that the 50+ club would have to cover the expenses including the fuel and staff cost. Manager Kim will clarify with the 50+ Club to confirm that they are willing to pay for the costs of the bus.

d. Point of Interest – Letter from resident

- i. An email was received at the Town thanking the staff for offering many activities for seniors. The resident thanked staff for the programs.
- ii. Manager Kim noted that she had taken some flyers to the Seniors living on MacArthur Drive. The discussion followed that we would try to reach out and do more with the seniors living there.

9. IN-CAMERA
NIL

10. NEXT MEETING

The next Parks and Recreation Committee meeting will be held on Wednesday, May 13, 2026 at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 25 pm.

Cory Stevenson, Councillor
Chair, Parks and Recreation Committee

Kim Meunier
Manager, Parks & Recreation

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

EVENTS

Mother's Day Tea Event Recap

- The Mother's Day Tea is scheduled for Saturday, May 9, 2026, at the Cornwall Civic Centre beginning at 2:00pm.
- A total of 51 tickets were sold for the event, and we had to close registration. There were approximately 10 – 15 more who expressed interest.
- Unfortunately, the event coordinator, Delores Griffen, was unable to attend. In consideration of the high level of registration's, Town staff proceeded with hosting the event to ensure participants were accommodated.
- Staff sourced available items internally where possible; however, additional supplies were purchased, as the coordinator typically provides event materials. These items will be retained for future programming.

Upcoming Schedule of Events

Community Yard Sale

- This event will be held on Saturday May 23, 2026, from 8:30am – 12:00pm at the Cornwall Civic Centre.
- To date, 23 vendor tables have been sold, and 18 residential addresses have been registered to participate. By comparison, 29 residential addresses were registered for the event in 2025.

4th Annual Arsenault Bros. Ball Hockey Tournament

- Registration has officially opened for the upcoming Ball Hockey Tournament.
- Staff have received a high volume of inquiries regarding the event, and interest continues to be strong.
- To date, five teams have registered for the tournament.
- Arsenault Bros. has been secured as the title sponsor for the event.
- Additional sponsorship support has been confirmed by Domino's Pizza, Cow's, and Subway for Player of the Game awards.
- Amalgamated Dairies Limited (ADL) has also partnered with the event and will provide each participant with chocolate milk during the tournament.
- PEI Inflatables will be onsite with three inflatables, including hockey-themed attractions, helping create a fun and family-friendly atmosphere.
- Staff are looking forward to hosting another successful day of ball hockey and community engagement.

Everybody Plays Golf Tournament

- Planning and preparation have begun for the 2026 Golf Tournament.

- PB&J Construction has committed to the title sponsor for both days of the tournaments, and the Town appreciates their continued support.
- Staff continue to work on securing hole sponsors, with 13 sponsorship agreements confirmed to date.
- Public registration has not yet officially launched; however, four teams have already registered, including three teams for the corporate tournament and one team for the community tournament.
- With the expansion to two tournaments, staff are currently focused on securing a large number of prizes and additional sponsorship support.
- Clyde River Golf Course continues to be a valued partner, and the Town appreciates their ongoing support in helping make the event possible

CAMPS

After School Program (Civic Centre)

- 65 children registered, currently operating at full capacity.
- Participants engage in a wide variety of daily activities, including arts and crafts, circle games, sports, outdoor active play, and yoga.
- With the arrival of improved weather, children have been spending more time outdoors and are making excellent use of the available green space.
- There was one PD Day program offered on April 10, with 46 children registered, including 28 participants in the lunch program.

Sports and Adventure Camp (Terry Fox Sports Complex)

- 19 children registered in the program.
- Daily programming includes a variety of sport and recreation activities, with participants rotating between sports fields and courts, along with scheduled free play time at Dream Park.
- The favourable weather has enhanced the program experience, with participants enjoying increased opportunities for outdoor play and skill development.

Summer Camp

- All regular summer camp programs are currently operating at full capacity.
- The Town has applied to expand its licensed capacity at the Cornwall Civic Centre to 90 spaces. Inspections by the Child Care Facilities Board, Environmental Health, and Fire Safety have all been successfully completed. The Town is currently awaiting final review and approval of the Comprehensive Service Plan.
- At present, there are 22 participants on the waiting list pending approval of the additional licensed spaces.

SPRING PROGRAM UPDATES

Youth Programs

Ball Hockey Program

This remains one of the Town's largest youth programs, with over 83 participants across five divisions. This registration is down slightly from 2025 which seen 91 registrations. Players are placed on teams and participate in organized gameplay. The program is well structured, highly attended, and the children have a great time.

Home Alone Course

A total of 18 participants attended the Home Alone Course on April 10 (10:00 a.m.–12:00 p.m.). This program provides youth with essential safety skills and confidence for staying home independently. The session was well received, with strong engagement and participation from all attendees.

Hip Hop Dance Class

Approximately 20 youth attend this weekly program, where they learn a variety of hip hop dance styles ranging from the 1980s to present day. The program supports creativity, physical fitness, and confidence building.

Nerf Wars

A total of 19 youth are enrolled in this high-energy program, which features structured team-based games using Nerf equipment. It remains a popular and engaging option for children.

Spring Into Sport

This introductory program for younger children had 17 participants this session. It focuses on developing fundamental movement skills and exposing participants to a variety of sports in a fun and supportive setting.

Youth Soccer

A total of 23 participants are registered across two divisions. Held on the turf, the program provides an accessible opportunity for youth to develop soccer skills, particularly for those not involved in other organized leagues.

Youth Tennis

The Youth Tennis program is set to begin this week, with strong registration numbers of 17 participants (ages 6–9) and 19 participants (ages 10–13). This program continues to show growth and interest within the community.

Teen Programs

Babysitting Course

A total of 18 participants attended the Babysitting Course held on April 10. This comprehensive 6-hour certification course is offered 3–4 times annually and focuses on safety, responsibility, and basic caregiving skills for youth.

Intro to Guitar

With 9 participants registered, this beginner-level program introduces basic guitar skills. Participants are progressing well and continue to enjoy the learning experience.

Adult Programs

Line Dancing

This program is at full capacity with 38 participants registered. Led by an experienced instructor, the program accommodates both beginners and experienced dancers and continues to be in high demand.

Adult Bootcamp

Adult Bootcamp currently has 12 participants registered in the program. The classes include a variety of full-body strength and cardiovascular exercises designed to improve overall fitness, endurance, and general health in a supportive group environment.

Adult Indoor Pickleball

Adult Indoor Pickleball continues to grow in popularity across PEI and remains one of the Town's most in-demand recreation programs. Due to strong participation numbers, the Town currently offers two evening sessions each week. The 6:00 p.m. – 7:30 p.m. session currently has 24 registered participants, while the 7:30 p.m. – 9:00 p.m. session has 21 registered participants.

Senior Programs

Ball Fitness

This senior fitness program has 38 participants registered, with an average weekly attendance of approximately 25 participants. Each session includes 30 minutes of structured movement using exercise balls, incorporating both cardiovascular and strength-based training. The program continues to be well received as an accessible and engaging fitness option.

Chair Yoga

One of the Town's most successful senior programs, Chair Yoga has 50 registered participants, with approximately 40 attending regularly each week. The program is particularly beneficial for individuals with mobility challenges and focuses on flexibility, balance, and overall wellness.

Dessert Bingo

Held weekly on Fridays, Dessert Bingo attracts between 25–30 participants. Prizes are provided by Mary's Bakery, and the program has become a valued social and recreational activity within the senior community.

Happy Dance Class

This senior-focused program sees approximately 15 participants each week engaging in 45 minutes of fun, low-impact dance. The class promotes physical activity, coordination, and social interaction in a welcoming environment.

Let's Play Cornhole

Spring registration saw 5 participants, compared to 14 during the winter session. While participation fluctuates seasonally, the program remains a fun and social recreational option.

Let's Walk

This free program for residents runs Mondays and Fridays from 9:30–10:15 a.m. Participation numbers have begun to decline with the arrival of warmer weather, as many individuals transition to outdoor walking options. Each session includes a light stretch and warm-up, followed by a group walk. Participants continue to enjoy the social atmosphere and curated music playlist.

Senior Indoor Pickleball

This program includes a dedicated group of 28 seniors who regularly participate. The group has developed strong skills and camaraderie over time, contributing to a positive and active environment.

50+ Fitness

The 50+ Fitness program had 17 participants registered during the session. The program focuses on low- to medium-intensity exercise, with all activities either designed as low impact or modified to meet participant needs and abilities. Each class begins with a light walk, followed by cardio and strength-training circuits aimed at improving overall fitness and mobility. Sessions conclude with either a group Tabata-style workout or an additional exercise circuit, followed by a cool-down and stretching component.

Senior Lunch Program

The Seniors Lunch Program continues to provide participants with an opportunity to enjoy home-style meals while socializing and connecting with others in the community. April menu offerings included lasagna bowls with apple cinnamon muffins, tomato soup and grilled cheese with snickerdoodles, chicken and stuffing casserole with apple crisp, Million Dollar Ravioli with brownies, and Costco hot dogs with pasta salad and blueberry dessert. In addition to the meals, participants also enjoyed a presentation from Costco Wholesale highlighting membership benefits and services available to members.

Programs (Other)

Birthday Party Packages

Staff facilitated two birthday parties in March and one in April. These packages typically attract 15–18 participants per booking and continue to be a popular offering for families seeking organized, active celebrations.

Facilities

Terry Fox Sports Complex

The usage reports for the month of April are as follows

	<u>2026</u>	<u>2025</u>
Soccer Turf	104 hrs	95.5 hrs
Football Turf	86 hrs	87 hrs

Ball Fields

The Department is currently preparing the Town's ball fields for the upcoming summer season. This year, there has been a significant increase in demand from local coaches beginning as early as April 18, 2026, largely driven by provincial bodies requiring teams to be selected by early May.

This early demand has created operational challenges, as seasonal casual staff are not typically scheduled to begin work until mid-May. As a result, full-time staff have been prioritizing their tasks to meet immediate needs.

With school programs commencing play on May 6, 2026, staff efforts have been focused on ensuring that at least two fields are fully prepared and ready to accommodate early-season use.

This situation highlights a potential gap in early-season staffing resources and may warrant consideration as part of the 2027 budget planning process to better align staffing levels with increasing demand.

Community Gardens

The Town continues to support its Community Gardens program, which remains well utilized by residents. There are currently 42 garden beds located on MacArthur Drive site.

For the 2026 season, an additional 10 beds will be introduced at the Sunrise Cove location, expanding capacity and providing more opportunities for residents to participate in local food production and community engagement.

Staff are currently working on preparing all garden beds in advance of the seasonal opening scheduled for May 15, 2026.

APM Subsidy Update / Activity Credit Recap

During the 2025–2026 fiscal year, the Town processed 58 Activity Credit applications, providing approximately \$2,500 in financial assistance to support resident participation in recreation programming. In total, 155 walking memberships were subsidized through the initiative, representing an overall value of approximately \$12,500. These initiatives continue to play an important role in improving accessibility and reducing financial barriers for residents participating in recreation and community activities. Due to the recent expansion of the eligible

age range, it is anticipated that the Town will see an increase in Activity Credit applications and registrations during the upcoming fiscal year.

OTHER BUSINESS

Staff Development – Atlantic Facilities & Recreation Conference

Kim Meunier, Greg Lucas and Steve Letner will be attending the Atlantic Recreation & Facilities Conference in Halifax from May 19–22, 2026.

This bi - annual conference brings together recreation and facility professionals from across Atlantic Canada to share best practices, explore emerging trends, and participate in professional development sessions. The event includes workshops on facility operations, program development, risk management, community engagement, and leadership, as well as opportunities to connect with industry vendors and peers.

Attendance at this conference is important to ensure staff remain current with industry standards and innovations, particularly as the Town continues to grow its recreation infrastructure and programming. The knowledge and networking gained will support improved service delivery, enhanced program offerings, and continued operational excellence within the Town’s recreation services.

The Department wishes to thank Recreation PEI for their generous support. The registration fee of \$595.00 per person is being covered, providing valuable assistance toward ongoing staff training and professional development.

Respectfully Submitted
Kim Meunier



TOWN OF CORNWALL

RESOLUTION

DATE: May 27, 2026

COMMITTEE: Parks and Recreation

MOTION NUMBER: PR-04-2026 ~ Crohn's/Colitis Rental Fee Waiver

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Prince Edward Island Branch of Crohn's and Colitis Canada are holding the 30th annual "Gutsy" Walk on June 7, 2026 in support of medical research into inflammatory bowel disease and have submitted a request to the Town to waive the rental fee for the Group to use the Cornwall Civic Centre Hall for the event;

And Whereas: The Town has waived rental fees for similar groups in the past and desires to assist the Group with this fund raising event;

Therefore, be it Resolved: That the Town waive the rental fees for the use of the Cornwall Civic Centre Hall on June 7, 2026 for the Prince Edward Island Branch of Crohn's and Colitis Canada.

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, May 4th, 2026, at 4:30 PM**

Chair: Councillor Cory Stevenson
Present: Deputy Mayor Jill MacIsaac

Also: Doug Longmoore, Manager of Infrastructure
Kevin Coady, Chief Administrative Officer
Geoff Baker, Manager of Engineering and Capital Projects
Stephanie Cairns, Utility Clerk

Regrets: Mayor Minerva McCourt

CALL TO ORDER

The meeting was called to order at 4:40 pm by Chair Stevenson.

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

It was moved by Chair Stevenson and seconded by Deputy Mayor MacIsaac the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Chair Stevenson and seconded by Deputy Mayor MacIsaac the Minutes of February 2nd, 2026, be approved as circulated.

Motion Carried

PROJECT UPDATES

New Water Tower

The new municipal water tower has been substantially completed and is currently operating at approximately half of its designed capacity. A one-year construction warranty is in effect. Minor deficiencies remain, primarily related to landscaping and general site cleanup, and the contractor is scheduled to address these items in accordance with contractual obligations.

With the water tower now in service, increased water pressure is anticipated in areas surrounding the facility. The establishment of a new high-pressure service zone will result in water pressure exceeding 550 kPa (80 psi) in affected areas. Consequently, properties within this zone will be subject to mandatory requirements under the National Plumbing Code of Canada, including potential installation of pressure-reducing valves or other compliance measures.

At present, the water tower cannot be filled to its full operating level until formal notification has been delivered to all affected residents within the high-pressure zone. This notification is required to ensure property owners are informed of plumbing requirements for a pressure reducing valve (PRV) and have sufficient time to achieve compliance with applicable plumbing standards.

Deputy Mayor MacIsaac expressed concern regarding the potential for the construction warranty to expire before the water tower is brought into full operational use. Once resident notification and required PRVs are installed the tower can be increased to its designed operating levels.

The Committee agreed that a formal press release will be issued in the near future to announce the completion and commissioning of the new water tower.

Pressure Reducing Valve

Under the *National Plumbing Code of Canada*, where static water pressure exceeds, or has the potential to exceed, 550 kPa (80 psi) at any plumbing fixture, a pressure-reducing valve (PRV) is required to limit pressure to a maximum of 550 kPa (80 psi). Elevated water pressure can increase the risk of leaks and may lead to premature failure of plumbing fixtures and equipment, including hot water heaters.

The Town is currently undertaking a review to identify all properties that will be affected within the high-pressure zone. Once this review is complete, staff intend to bring forward a proposed program for Council consideration to facilitate the installation of PRVs in affected residential properties, with costs to be covered by the Utilities. There is some funding unspent under the project and staff will inquire with the Infrastructure Secretariat whether those funds can be used for the purchase and installation of the required PRVs.

For new construction within the high-pressure service area, developers and property owners will be required to install PRVs as a condition of water service connection.

CORNWALL ROAD UTILITIES EXTENSION

Tenders closed on April 23, 2026, for the Cornwall Road Utilities Extension Phase 2. Five compliant bids were received and reviewed by WSP. After review, WSP recommends awarding the Tender to Landmark Construction.

Chair Stevenson moved and Deputy Mayor MacIsaac seconds that Council accepts the bid of \$2,910,995.00 from Landmark Construction for the Cornwall Road Utilities Extension & Active Transportation Trail Phase 2.

Motion Carried.

CHIF - WITHDRAWAL FROM PROVINCIAL-TERRITORIAL STREAM

The Cornwall Road Utilities Extension project has been approved for federal funding under the Build Canada Strong Fund (BCSF), formerly the Canada Housing Infrastructure Fund (CHIF) – Direct Delivery Stream. The Town had also applied to the Provincial-Territorial (PT) Stream of the same CHIF program.

Under the terms of the CHIF program , projects may be applied for under either the Direct Stream or the PT Stream but can not receive funding under both. As funding has been secured through the Direct Stream, the project is no longer eligible for consideration under the PT Stream.

To ensure compliance with program requirements and to avoid any duplication of funding, the province has requested that the Town formally withdraw its application under the Provincial-Territorial Stream.

Chair Stevenson moved and Deputy Mayor MacIsaac seconds that Council withdraw the Canadian Housing Infrastructure Fund (CHIF) PT Stream program application for the Cornwall Road Utilities Extension Project.

Motion Carried.

WARREN GOVE ROUNDABOUT (DOT) WATERMAIN UPGRADES

The Department of Transportation has issued a tender for the construction of a roundabout at the intersection of Warren Grove Road and Kingston Road. Construction is scheduled to start in June, with completion expected by the end of August.

The Department of Transportation has also indicated that a public information meeting will be held to provide details on the project and construction impacts. At this time, a date and time for the meeting have not yet been confirmed.

Drought Contingency Plan

Following a review by the Provincial Department of Land and Environment, updates have been made to the Town's Drought Contingency Plan to better distinguish between essential and discretionary water uses.

The revised Plan identifies minimum service levels required to protect public health and safety, while assessing opportunities to reduce demand across residential, institutional, and commercial users. It also outlines potential restrictions on non-essential uses, including measures such as limiting water supply to parks and other discretionary municipal services.

Chair Stevenson moved and Deputy Mayor MacIsaac seconds that the Town approve the Updated Drought Contingency Plan as per the requirements of PEI Water Act Water Withdraw Regulations.

Motion Carried.

Water Report 2025

The Committee reviewed the Town's 2025 Annual Water Report. The report confirms that the water utility continues to be actively managed, with water and wastewater sampling conducted in accordance with regulatory requirements. All sample results met the health standards established under applicable regulations.

The report will be made available on the Town's website for public access.

OTHER

Nil.

NEXT MEETING

Next meeting is scheduled for June 1, 2026, 4:30 pm at Town Hall.

MEETING ADJOURNED

Meeting adjourned at 5:20 pm.

CORY STEVENSON
CHAIR

DOUG LONGMOORE
MANAGER, INFRASTRUCTURE



TOWN OF CORNWALL

RESOLUTION

DATE: **May 27, 2026**

COMMITTEE: **UTILITY (U)**

MOTION NUMBER: **U 06-2026 ~ Cornwall Road Utilities Extension & Active Transportation Trail Phase 2 Tender Award**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Jill McIaasc**

RESOLVED:

Whereas: The Town of Cornwall Water and Sewer Utility needs to expand its service area to enable municipal growth, and the extension of services on Cornwall Road will allow for future growth by increasing the amount of serviced land available for future development; and the Extension of the Active Transportation Trail will extend the trail network providing multiple safety, health and recreation benefits;

And Whereas: The project was put out to tender with a closing date of Tuesday April 23, 2026, and five (5) bids were received;

And Whereas: WSP reviewed the proposals and recommend accepting the low bid received from Landmark Construction for \$2,910,995.00 including HST;

Therefore, be it Resolved: That the Town, pursuant to the recommendation of the Town’s Engineers, accept the bid provided by Landmark Construction for the Cornwall Road Utilities Extension & Active Transportation Trail Phase 2 project, for the amount of \$2,910,995.00 including HST.



TOWN OF CORNWALL

RESOLUTION

DATE: **May 27, 2026**

COMMITTEE: **Utility (U)**

MOTION NUMBER: **U 07-2026 – CHIF PT Funding Withdrawal**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Jill McIaasc**

RESOLVED:

Whereas: The Town of Cornwall had applied for funding for the Cornwall Road Utilities Extension Project in March 2025 under both the Provincial-Territorial (PT) Stream and the Direct Stream of the Canada Housing Infrastructure Fund (CHIF);

And Whereas: Following funding submissions, the project received funding approval under the new Build Canada Strong Fund (BCSF) formerly the Direct Stream of CHIF;

And Whereas: Funding for a project could be applied for under both the PT and Direct Stream of CHIF, but a project could not receive funding under both;

And Whereas: Funding has been approved through the Build Canada Strong Fund, the project is no longer eligible for consideration under the PT Stream of CHIF;

Therefore, be it Resolved: That the Town formally withdraw the PT Stream application submitted under the Canada Housing Infrastructure Fund (CHIF) for the Cornwall Road Utilities Extension Project, with the PEI Infrastructure Secretariat.



TOWN OF CORNWALL

RESOLUTION

DATE: May 27th, 2026

COMMITTEE: UTILITY (U)

MOTION NUMBER: U 08-2026 ~ Drought Contingency Plan Update

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Cory Stevenson**

Seconded by Councillor _____ **Jill MacIsaac**

RESOLVED:

Whereas: The Town of Cornwall is required to have a Drought Contingency Plan in place by June 2026 as a requirement of the PEI Water Act Water Withdrawal Regulations for holding a Groundwater Withdrawal Permit;

And Whereas: The Cornwall Drought Contingency Plan has been updated at the request of the Department of Land and Environment specifically to review infrastructure through a demand policy lens, distinguish between essential and discretionary uses, define minimum service levels for public health and safety, and assess where equitable demand reductions can be applied;

And Whereas: The updated Drought Contingency Plan has been reviewed and deemed satisfactory by the Provincial Department of Land and Environment and by the Utility Committee, and the plan will be reviewed and renewed regularly to remain effective and aligned with provincial requirements;

Therefore, be it Resolved: That the Town of Cornwall adopt the updated Drought Contingency Plan as considered at the Committee of Council meeting held on May 20, 2026.