

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
July 22, 2026, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

Present: Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Regrets: Mayor Minerva McCourt

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

CALL TO ORDER

Deputy Mayor MacIsaac called the meeting to order at 4:30pm. There were two members of the public 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 an “In Camera” item under MGA s119(1)(b).

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

June 17, 2026 - It was moved by Councillor Stevenson and seconded by Councillor Campbell that the minutes of June 17, 2026, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

PEI Libraries – Beth Clinton – Beth thanked Council for the opportunity to present the Annual

Library Report. She noted that there are 25 libraries with a shared collection of resources. The headquarters is in Morell, and the largest library is in Charlottetown. One in four Islanders has an active library card, with Cornwall having over 3500 active cardholders. In a three-year comparison, Cornwall library has seen a consistent increase in use. Beth thanked the Town for the installation of the panic button in the library and requested that Council consider a fresh coat of paint for the library and art gallery area.

PLANNING

- a) Reports/Minutes – July 8, 2026 (draft) minutes – included in the package.
- b) Information Items – Nil
- c) Request for Decision –

601 Capital Drive – Commercial Development

Manager Griffin reported that the current drawing/site plans show three buildings with flexibility on what they can be used for. Currently waiting on an updated parking plan. The Department of Transportation has given unofficial approval for the entrances. There are several tenants looking to sign ten-year leases. The Town is looking to move forward with the concept as presented subject to conditions in the Development Agreement.

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution that Council grant Approval of the Development Concept for 601 Capital Drive (PID 245332) to allow the development of three (3) Commercial buildings as shown on the Site Plan titled “Commercial Development PID No. 245332 601 Capital Drive – Cornwall” prepared by Coles Associates Ltd. as Drawing No. 261068-C100 dated June 15, 2026, subject to the Development meeting all other Bylaw requirements and the Developer entering into a Development Agreement with the Town.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

Financials – First Quarter

Manager MacKinnon answered questions on the first quarter financial report which was included in the package.

Rural Growth Initiative Application – Multi-Purpose Facility Study

It was moved by Councillor Stevenson and seconded by Councillor Frizzell to bring forth a resolution that the Town of Cornwall applies to the Rural Growth Initiative for \$50,000 for a multi-purpose facility needs assessment and feasibility study.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The draft Minutes were not in the meeting package but will be included in the Council package. Councillor Herlihy provided the following updates:
 - The Committee will take a hiatus for July and August.
 - There was a debrief of the Dandelion Festival.
 - A staff member has been hired to conduct the water audits.
 - Rain barrels have been added to the Green Lawn Rebate as an acceptable purchase for the rebate.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes –
 - (i) July 8, 2026 (draft) Minutes – included in the package.
 - (ii) Municipal Service Reports (Transit/Fire/Police/Bylaw/Humane Society).
Councillor Frizzell provided the following updates:
 - The Committee discussed the *Animal Control Bylaw* and proposed amendments to it. A revised draft of the proposed amendments will be reviewed by the Committee before furtherance to the Committee of Council.
 - The Capital Area Transit Coordinating Committee continues working on a draft contract renewal between the municipalities and Trius Transit.
 - T-3 Transit numbers continue to increase with 4510 riders in June 2026, up over 3168 in June 2025, showing a 42% increase. The new minibus has become very popular.
 - NRRFD had 9 calls in June.
 - RCMP numbers are slightly higher than the previous month, with 54 traffic violations this year and 44 last June. Staff Sergeant Nick Doyle will be invited to attend the September meeting of the Committee.
 - Bylaw Officer Donna Johnson will be rescheduled to an upcoming meeting.
- b) Information Items – Nil
- c) Requests for Decision – Nil

PARKS and RECREATION

- a) Reports/Minutes
 - (i) The Committee did not meet. Councillor Stevenson provided the following updates:
 - Canada Day was very successful; thank you to all who attended.
 - The Park Party was well attended despite the cool temperatures.
- b) Information Items – Nil
- c) Requests for Decision – Nil

PUBLIC WORKS

- a) Reports/Minutes – June 24, 2026 (draft) Minutes – included in the package. Councillor Campbell provided the following updates:
- A resident was in to speak to the Committee about safety concerns around lighting and visibility at the intersection of Main St and Mercedes Dr.
 - There was discussion on the Committee's list of requests to the Province. The Committee keeps an action item list to track requests and completion.
 - There was discussion on Christmas lights for new Cornwall Road AT Trail light poles.
 - There was discussion on budget items including a new truck box and upgrades to the dry storage building.
 - The Committee would like to see additional radar signs purchased. Councillor Herlihy inquired about data reports from the radar signs. Councillor Campbell will check with Manager Longmoore.
 - Councillor Frizzell noted that he was at the roundabout in North River and witnessed a pedestrian almost hit in the crosswalk.
 - Councillor Stevenson requested an update on his request for a 4-way stop at Mercedes Dr and Lowther Dr. Councillor Campbell advised that the request has gone to the Province.
 - Councillor Herlihy inquired if Remembrance Day banners will be ready in time for the Cenotaph Service. Will check with Manager Meunier to see how the progress is going.
- a) Information Items – Nil
- b) Requests for Decision –

Dry Storage Building Upgrades

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution that Council approve \$30,000 plus HST, the estimated cost to complete the required dry storage building upgrades. The majority of work on the project will be completed by Town staff with specialized trades retained as required;

WATER/SEWER UTILITY

- a) Reports/Minutes – July 6, 2026 (draft) Minutes – included in the package. Councillor Stevenson provided the following updates:
- Cornwall Rd utilities work has an estimated seven-week completion.
 - The Wastewater Treatment Strategy project has been awarded to CBCL.
 - An official opening of the new water tower will take place once all work is completed.
- b) Information Item – Nil

- c) Requests for Decisions – Nil

Award Wastewater Treatment Strategy Tender

It was moved by Councillor Stevenson and seconded by Councillor Frizzell to bring forth a resolution that the Town of Cornwall accept the bid submitted by Birt & MacKay Construction for the Warren Grove Watermain and Sidewalk Project, which is being carried out in conjunction with the Province, in the amount of \$523,019.34, including HST, in accordance with the recommendation of Town Engineer's WSP.

CORRESPONDENCE

Thank You – PEI Special Olympics

The Town received a Thank You from the PEI Special Olympics for the tickets purchase for the Enriching Lives Gala.

OTHER

Nil

IN CAMERA

MGA s.119(1)(b) - It was moved by Councillor Campbell and seconded by Councillor Stevenson that the meeting would move "In Camera" at 5:40pm.

Motion Carried

The meeting resumed the regular session at 5:52pm.

ADJOURNMENT

The meeting was adjourned at 5:53pm.

Jill MacIsaac, Deputy Mayor, Chair