Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
September 16, 2026, 4:30 PM

Chair: **Deputy Mayor Jill MacIsaac**

Present: **Mayor Minerva McCourt**
Councillor Steven Campbell
Councillor Corey Frizzell
Councillor Judy Herlihy
Councillor Cory Stevenson

Regrets: **Nil**

Also: **Kevin Coady - CAO**
Tracey Laybolt – Community/IT/HR Coordinator
Wendy MacKinnon – Manager of Corporate Services
Paula Griffin – Manager of Planning and Development

CALL TO ORDER

Deputy Mayor MacIsaac called the meeting to order at 4:30pm. There were three members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Stevenson and seconded by Councillor Campbell that the agenda be approved as circulated with the addition of BCSF Application Withdrawal, section 13-c.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

August 19, 2026 - It was moved by Councillor Campbell and seconded by Councillor Frizzell that the minutes of August 19, 2026, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Satya Sen/Julian Boyle – Pace PEI Program. Satya Sen from FPEIM and Julian Boyle from SwitchPACE Inc. thanked Council for the opportunity to speak on the updates to the Pace Program. The program provides financing allowing homeowners to complete home energy retrofits with no money down. The financing is repaid through affordable monthly payments and is secured by a municipal lien on the property.

The FPEIM handles funding, allocation of funds, and day-to-day recordkeeping. Municipalities must pass an enabling bylaw. The Town's role is to borrow its allocation from FPEIM at preferential rates with repayment to the Town coming from homeowner payments. Council thanked Satya and Julian for the information and will discuss the matter further. It was however noted that with the upcoming municipal election a decision on the program will be made by the incoming council.

PLANNING

a) Reports/Minutes **–** September 2, 2026 (draft) minutes – included in the package.

b) Information Items –

CAO Coady noted that the Information Items will be brought to next week's Council meeting as Resolutions.

Development Bylaw Amendment – Second Reading/Approval

Official Plan Amendment

c) Request for Decision –

Variance – 79 Silver Heron Lane

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Council grant approval to allow a 41.6% front-yard setback Variance, relating to Development Permit Application C-138-26 at 79 Silver Heron Lane, being PID 635698, subject to entering into a Development Agreement with the Town.

Housing Accelerator Fund Request – York Point Meadows Subdivision

It was moved by Councillor Frizzell and seconded by Councillor Campbell to bring forth a resolution to Council that Council grant approval for a commitment of $120,000.00 of Housing Accelerator Funding to the Developer for the purpose of assisting with the extension of water and sewer infrastructure along Ferry Road. This funding will be dispersed at such time that the extension of water and sewer infrastructure along Ferry Road identified in the Utility Agreement between Christopher Cudmore and the Town of Cornwall Water & Sewer Utility Corporation dated September 17, 2026, meets all

conditions of said Agreement and is transferred to the Town.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

Housing Accelerator Fund Update – CAO Coady provided a summary of HAF funds dispersed and committed to date and reported that the Town has exhausted the first three years of funding. CAO Coady also noted that a tender for the sewer main extension along Main Street to the Terry Fox Sports Complex will be issued and will be funded with HAF funds as noted on the summary sheet.

Municipal Property Sale – TFSC

It was moved by Councillor Frizzell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town sell and convey a portion of PID# 444422 at the TFSC as depicted on the drawing by CT Surveys that was included in the package to Pharmtech Inc. for the sum of four hundred and ninety-one thousand, six hundred and twenty-five dollars ($491,625.00), plus applicable HST, to enable the development of a long-term care facility in the Town.

ENVIRONMENT and SUSTAINABILITY

a) Reports/Minutes – Minutes were not available for the package. Councillor Herlihy provided the following updates:

- The Committee met on September 4th after a summer hiatus.
- The water audits did not take place due to the loss of the summer student.
- There was a review of the *Property Maintenance Bylaw*.
- World Cleanup Day takes place on the same weekend as the 70-Mile Yard Sale and Shellfish Festival. It was decided not to hold a cleanup this year, with the other events happening on the same day.
- CAWG has reported a new invasive species called starwart at the bridge on Ferry Road. They are monitoring it and looking at options for it.

b) Information Items – Nil

c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

a) Reports/Minutes –
   (i) The Committee did not meet. Councillor Frizzell noted that the Committee will be reviewing the Transit contract and the *Animal Control Bylaw.*
   (ii) Municipal Service Reports (Transit/Fire/Police/Bylaw/Humane Society).

b) Information Items – Nil

c) Requests for Decision – Nil

PARKS and RECREATION

a) Reports/Minutes
   (i) Minutes – June 10, 2026 – included in the package.
   (ii) Manager's Report – September 2026 – included in the package. Councillor Stevenson provided the following updates:

- The Committee met recently after a summer break.
- Cornfest will take place in late September. There will not be a main event on Saturday night due to other events taking place.
- The Lowther Park upgrades are well underway.
- The Committee is exploring the pros and cons of a drone show in place of fireworks for Canada Day. He advised that they are waiting for feedback from the Town of Three Rivers on their recent show. Councillor Frizzell suggested that they also seek feedback from residents, as he has heard some negative reviews. Councillor Herlihy noted that even if the Town does try the drone show once, it is not obligated to continue if residents are not happy with it.
- The Communities 13 (APM Center) AGM will take place on October 20, 2026
- Mayor McCourt reminded Council of the Cenotaph Service on Sunday, September 20th at 2pm.
- There was discussion on the greenspace at Primrose Point and items that may be added later.
- Councillor Frizzell would like an update on park entrances, noting that many are missing posts and/or signage. Councillor Stevenson will have an update for next week's Council meeting.

b) Information Items –

Main Street Banners

Manager Meunier has been looking into options for the Veterans' banners which will be placed on the light poles along Main Street. Council reviewed a proof and passed along recommendations for the design.

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall will purchase 78 banners thanking our veterans to be hung on the light poles along Main Street at an estimated cost of $8,000.

c) Requests for Decision –

National Flag Football Championship Request for Support

It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall will support Football PEI in hosting the National Flag Football Championships at the Terry Fox Sports Complex subject to further discussion.

Girl Guides – Donation Request

It was moved by Councillor Stevenson and seconded by Councillor Herlihy to bring forth a resolution to Council that the Town of Cornwall will donate $400 under the Parks and Recreation Donation Policy and $100 from the Town of Cornwall general donations fund for a total of a $500 donation to assist these local guides with their Switzerland 2027 trip fundraising.

PUBLIC WORKS

a) Reports/Minutes – The Committee did not meet. Councillor Campbell provided the following updates:
   - The next meeting will take place on September 23rd, the Committee will review previous action items and requests to the Province among other items.
   - Mayor McCourt requested that staff check the crosswalk at Centennial Drive as some lights do not appear to be working.
   - Councillor Herlihy requested an update on changing the speed limit on Main Street from 60km to 50km. There was uncertainty when this was previously discussed, but Councillor Campbell noted that there has been a request to make changes to the Mercedes Drive/Main Street area. There is also a future budget request for a permanent radar sign for the MacRae Drive area of Main Street.

a) Information Items – Nil

b) Requests for Decision – Nil

WATER/SEWER UTILITY

a) Reports/Minutes – The Committee did not meet. Councillor Stevenson provided the following updates:
   - Work is ongoing to fix the pressure valve issues as well as other warranty-covered deficiencies with the water tower. The warranty will reset once the deficiencies are corrected.
   - The Wastewater Strategy currently underway be available in February 2027.

b) Information Item – Nil

c) Requests for Decisions –

Withdrawal from the BCSF-CS Project Funding

It was moved by Councillor Stevenson and seconded by Deputy Mayor MacIsaac to bring forth a resolution to Council that the Town formally withdraw BCSF-CS (Gas Tax) project #5.6.7., the Inflow and Intrusion Study, and transfer the funding of $150,000 for that project to BCSF-CS (Gas Tax) Project #5.6.5. the Cornwall Road Water and Sewer Extension Phase 2**.**

CORRESPONDENCE

Nil

OTHER

Nil

IN CAMERA

Nil.

ADJOURNMENT

The meeting was adjourned at 6:13pm.

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Deputy Mayor Jill MacIsaac, Chair