Town of Cornwall
Regular Council Meeting
November 25, 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) Regular Meeting October 28, 2026
6) **Business Arising**
7) **Guests/Presentations/Petitions/Declaration –**
8) **Planning and Development – Deputy Mayor MacIsaac**
    a) **Minutes/Reports** – Minutes (Draft) November 4, 2026
    b) **Resolutions**
        i) Special Permit, 113 Waters Edge Lane – Accessory Building in Flankage Yard
9) **Committee of Council – Deputy Mayor MacIsaac**
    a) **Minutes/Reports**
        i) Minutes October 21, 2026
    b) **Information Items**
    c) **Resolutions**
        i) RFP Award – Multi Use Facility
        ii) TFSC/Civic Centre Loan Renewal
10) **Environment and Sustainability – Councillor Herlihy**
    a) **Minutes/Reports** – Didn't meet in October
    b) **Resolutions**
11) **Municipal and Emergency Services – Councillor Frizzell**
    a) **Minutes/Reports** – Didn't meet in November
        i) Transit, NRFD, RCMP, Bylaw, Humane Society Reports
    b) **Resolutions**
12) **Parks and Recreation – Councillor Stevenson**
    a) **Minutes/Reports**
        i) Minutes – Didn't meet in November
        ii) Manager's Report – November 2026
    b) **Resolutions**
13) **Public Works – Councillor Campbell**
    a) **Minutes/Reports** – Didn't meet in November
    b) **Resolutions**
14) **Water/Sewer Utility – Councillor Stevenson**
    a) **Minutes/Reports** – Didn't meet in November
    b) **Resolutions**
15) **Correspondence**
    a) Chateau Estates Residents Coalition – Request for Clarification and Advocacy
    b) Thank You – Royal Canadian Legion
    c) Request for Donation – C.H.A.N.C.E.S.
16) **Other Business**
17) **In Camera**
18) **Adjournment**

Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, October 28, 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** **Wendy MacKinnon – Manager of Corporate Services** **Geoff Baker – Manager of Engineering and Special Projects**
Regrets:	**Nil**

CALL TO ORDER

Mayor Minerva McCourt called the meeting to order at 4:30pm. Staff Sergeant Nick Doyle and staff member Bonnie MacLean were in attendance.

LAND ACKNOWLEDGEMENT

Read

APPROVAL OF THE AGENDA

Councillor Stevenson moved, seconded by Deputy Mayor MacIsaac, that the agenda be approved as circulated with the addition of November Meetings by CAO Coady.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil.

APPROVAL OF THE MINUTES

a) **September 23, 2026, Regular Council Meeting:** Deputy Mayor MacIsaac moved, seconded by Councillor Stevenson, that the minutes of the September 23, 2026, Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Councillor Frizzell inquired about the signage request on Cornwall Road and was advised that it will be reviewed at the next Planning Committee meeting.

GUESTS/PRESENTATIONS/PETITIONS/DECLARATIONS

RCMP Staff Sergeant Nick Doyle – Mayor McCourt thanked Staff Sergeant Doyle for his work with the Town and wished him well in his next position. Discussions included:

- Councillor Campbell thanked Staff Sgt Doyle for his time and involvement with the Citizens on Patrol group and asked that he pass along a new point of contact for the Town. He noted that there has been a change in membership and that the group is currently rebuilding. Nick will pass along the information and manual to Sgt. Adam Robar, who will be acting Staff Sergeant.
- Councillor Frizzell thanked Staff Sgt Doyle for his work in the Town and is very sad to see him go. He has received some resident complaints and would like to see some spot checks in the Town.
- Councillor Stevenson thanked Staff Sgt Doyle for his work in the Town and with the Citizens on Patrol group. He has received lots of positive comments from residents on the RCMP presence in the Town.
- Mayor McCourt noted that it is great to see the RCMP community involvement. The children love to see RCMP interactions.
- Staff Sgt Doyle thanked Mayor and Council and noted that road safety is a priority; traffic stops have increased, and they will be doing targeted enforcement in troubled areas. He also noted that Tim Keizer will be doing the "Healthy Me" program with grade 6 students.

REPORTS OF COMMITTEES / RESOLUTIONS:

PLANNING AND DEVELOPMENT

Reports & Resolutions:

a) **Minutes/Reports:**
   i) **Minutes** – Did not meet in October.

b) **Resolutions:**

PL-34-2026 **Long Term Care Centre – Height Restriction Exemption (PID 444422)**

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Steven Campbell**

Whereas: A proposal was received from Pharmtech Inc. for the development of a long-term care facility (the "Development") along Main Street, being a portion of PID 444422 (the "Property") and requested a Height Restriction Exemption to allow a building height up to 60 feet.

And Whereas: Council considered the *2022 Official Plan* and the *Zoning and Subdivision Control (Development) Bylaw #422* (the "Bylaw"), including Section 4.6.

Therefore, be it Resolved: That Council grant approval of the Height Restriction Exemption to permit a building height up to 60 feet, subject to requirements of Section 4.6 of the Bylaw, and further subject to the approval of a Development Permit and entering into a Development Agreement with the Town.

Motion Carried 5-0

COMMITTEE OF COUNCIL

a) **Minutes/Reports:**
   i) **Minutes** – September 16, 2026 - included in package.
   ii) **Second Quarter Financials** – included in package

b) **Resolutions:**

COC-36-2026 **Lines of Credit Renewal and Increase (Utility)**

Moved by Councillor **Judy Herlihy**
Seconded by Councillor **Steven Campbell**

Whereas: The Town of Cornwall has an Operating Line of Credit for the Town general operating account of $1,000,000 and the Water and Sewer Utility operating account of $550,000 and these Lines of Credit must be approved on an annual basis;

And Whereas: The current interest rate on the LOCs is National bank of Canada Prime Rate less 0.50%;

And Whereas: As part of this annual renewal process, administration is recommending that the Utility Line of Credit also be increased to $1,000,000 to assist with bridge financing of major projects while waiting for approved infrastructure funding from senior levels of government to be received;

Therefore, be it Resolved: That the Town of Cornwall renew the Lines of Credit with the National Bank of Canada at an interest rate of Prime less 0.50%;

And be it further Resolved: That the Town increase the Utility Line of Credit to $1,000,000 from $550,000.

Motion Carried 5-0

COC-37-2026 **Gifts from the Heart – Donation Request**

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

Whereas: "Gifts from the Heart" is a vital community resource dedicated to meeting the needs of low-income Islanders and will be hosting their annual Gifts from the Heart Silent Auction November 20, 2026;

And Whereas: The Town of Cornwall desires to assist "Gifts from the Heart" in their mission to assist low-income Islanders;

Therefore, Be it Resolved: That the Town of Cornwall donate a gift basket containing five hundred dollars in local Town of Cornwall merchant gift cards, along with assorted Town of Cornwall branded merchandise.

Motion Carried 5-0

ENVIRONMENT AND SUSTAINABILITY

a) **Minutes/Reports:**

i) **Minutes** – The Committee did not meet. Councillor Herlihy provided the following updates:
- The Committee will not meet in November. Councillor Herlihy will email the Committee members to close out the Committee for this term and will compile action items for the new Council.

b) **Resolutions**: Nil

MUNICIPAL AND EMERGENCY SERVICES

a) **Minutes/Reports:**

i) **Minutes** – October 15, 2026 (draft) – included in the package.
ii) **Partner Reports** – included in the package.
Councillor Frizzell provided the following update:
- Bylaw Officer Donna Johnson reviewed the bylaw issues, Vueworks complaints and walked the Committee through her process for dealing with bylaw issues;
- Mike Cassidy discussed ridership numbers, Cornwall is up 29% year over year to date;
- NRFD reported 12 calls;
- RCMP reported 41 speeding violations and are busy on the roads.

b) **Resolutions:**

MES-06-2026 **Transit Contract Renewal**

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

Whereas: The Town of Cornwall, the Town of Stratford and the City of Charlottetown (the Municipalities) signed a Transit Service Agreement with Trius Transit (2007) Inc. (the Operator) for the provision of a turnkey municipal transit service in 2012;

And Whereas: This agreement was for an initial term ending in September 2015 with three options to renew for a period of ten years each conditional upon Trius providing satisfactory service to the Municipalities;

And Whereas: A governing body, the Charlottetown Area Transit Coordinating Committee (CATCC) was established by the Municipalities to administer the transit service;

And Whereas: The Operator has provided satisfactory service to the Municipalities under the agreement, and the agreement was to be renewed in 2025 if the service provided was satisfactory;

And Whereas: Upon initial review for renewal of the agreement the CATCC and the Operator agreed that the transit system has grown and changed significantly since the original signing, and a significant amount of the language in the original agreement does not reflect current standards and practices in the municipal transit industry and that a concurrent refresh of the agreement was warranted and negotiations for that renewal were commenced;

And Whereas: The CATCC and the Operator mutually agreed to extend, with some modification, the terms of the existing agreement on a month-to-month basis to allow sufficient time for comprehensive negotiations to refresh and renew the agreement;

And Whereas: CATCC and the Operator have now negotiated a renewal agreement, and such agreement has been considered at the Town of Cornwall Municipal and Emergency Services Committee meeting held October 15, 2026, and the Committee of Council meeting held October 21, 2026, and the Town of Cornwall is satisfied with the terms of the agreement;

Therefore, be it Resolved: That Town of Cornwall Council approve the updated Transit Service Agreement with Trius Transit (2007) Inc.as included with this resolution;

And be it Further Resolved: That the Mayor and the Chief Administrative Officer (CAO) are hereby authorized to execute this agreement on behalf of the Town.

Motion Carried 5-0

- CAO Coady noted that the City of Charlottetown voted on the contract this week.

- Councillor Frizzell noted that negotiating this contract has been a very long process and thanked CAO Coady for the many hours put into it and for the many CATCC meetings he has attended.

PARKS AND RECREATION

a) **Minutes/Reports:**

i) **Minutes** – The Committee did not meet.
ii) **Manager's Report – October** – included in the package. Councillor Stevenson provided the following update:

- Cornwall Cornfest was a huge success once again.
  - Seniors' Lunch had over 100 people for corn chowder. Thank you to Mary's Bakery for the chowder rolls and desserts for Dessert Bingo.
  - Sam's was packed for Trivia – Greg always does a great job and brings out a crowd.
  - The Market & Yard Sale had 25 tables registered and 17 addresses. There were a lot of people out and about with lots of great feedback.
  - The Amazing Race was a lot of fun. Thanks to participants and staff for making it a fun success.
  - "Corn"viction Jail was a lot of laughs. Little Clark was confused but learned a life lesson when he was put into "jail" with Dad.
  - Sam's Fun Day had a huge crowd with lots of compliments on the corn and BBQ.
  - Unfortunately, Councillor Stevenson was unable to attain the Corn Shucking title and let Council down by getting 3rd place. Congratulations to Jordan Doiron of JBS Pickers. Clark Stevenson picked up the slack by winning in the U5 division.
  - Thank you to all the sponsors and staff for their hard work. Events have grown a lot in the last few years, and it's great to see the resident engagement.
- Halloween events: there were 500 out for the family-friendly event, with 350 treat bags given out. About 100 attended the scary event. Everyone in attendance had fun. $1500 was raised for families in need at Christmas. Thanks to the U18 Matrix for helping with the events.
- The Walk of Remembrance will take place on November 7 at 11am and will go from the Cornwall Cenotaph to Town Hall. It is great to see the beautiful banners along Main Street.
- The Veterans Dinner will take place on November 7 at 3:45pm at the Kingston Legion. Kudos to Deputy Mayor Jill MacIsaac for bringing this initiative forward originally.

b) **Resolutions:** Nil

PUBLIC WORKS

a) **Minutes/Reports:**
   i) **Minutes** – September 23, 2026 – included in the package. Councillor Campbell noted that Committee is waiting on a response from the Province on several action items/requests. He has heard lots of concerns from residents while campaigning.

b) **Resolutions:**

PW-04-2026 Tender Award – Municipal Parking Lot Snow Clearing

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

Whereas: The Town issued a Request for Quotations for the provision of snow removal services at four Town properties for the 2026-2027 winter season, one quotation was received from Dowlings Groundworks Inc which quotation was reviewed at the Committee of Council meeting held October 21, 2026.;

And Whereas: Dowlings Groundworks Inc. provided this service last season and staff have reviewed the quotation and recommend awarding the contract to Dowlings Groundworks Inc.;

Therefore, be it Resolved: That Town Council award the 2026-2027 Town Buildings Snow Removal contract to Dowlings Groundworks Inc. at their quoted price of $30,265.75 plus HST, for the term of November 1, 2026, to April 30, 2027, with on-call sanding and salting paid at the per-occurrence rates set out in the quotation, plus HST.

Motion Carried 5-0

WATER/SEWER UTILITY

a) **Minutes/Reports:**
   i) **Minutes:** The Committee did not meet. Councillor Stevenson provided the following update on the water tower – Greatario has been on-site investigating the damage and will be developing a repair plan. Pressure-reducing valves have been received.

b) **Resolutions:** Nil

CORRESPONDENCE

Thank You – Royal Canadian Legion Kingston Branch – The Legion thanked the Town for being a drop-off location for the Poppy Campaign.

OTHER BUSINESS

- Mayor McCourt noted that the Poppy Drape unveiling was an emotional and wonderful event, showing the respect held for our Veterans. This campaign highlighted what a community can do when everyone works together. Over 9000 poppies were made. The Legion thanked the Town for donating yarn, serving as a drop-off location, and promoting the campaign on social media.
- Councillor Campbell commented that the wreath in the lobby is very beautiful, and the drape unveiling was overwhelming to see.
- Mayor McCourt attended the Rural Beautification Awards and accepted the Community Spirit – People's Choice Award for Cornwall. Cornwall received the most votes, ahead of Souris and Stratford.
- CAO Coady noted that the only scheduled meetings for November were Planning, Committee of Council and Council. Councillor Stevenson was unsure if Parks & Recreation would have to meet to review Christmas events.
- Councillor Frizzell encouraged everyone to get out and vote. The last advance poll will take place on Friday and Election Day is on Monday. To date, 15.5% of eligible voters have voted in the advance polls.
- Mayor McCourt reminded everyone that the Halloween Trick or Treating curfew is 8pm and a reminder that the clocks fall back this weekend.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:18pm.

_____ _____

MAYOR CHIEF ADMINISTRATIVE OFFICER

Town of Cornwall

Planning Committee Meeting
November 4, 2026, at 4:30 PM

Attendance:	Deputy Mayor Jill MacIsaac, Corey Frizzell, Steven Campbell
Staff:	Paula Griffin, Jessie Murray
Other:	None
Regrets:	Mayor Minerva McCourt, CAO Kevin Coady
Public:	2

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.

3. APPROVAL OF AGENDA

It was requested by Planning Staff that item number 6.a) "PID 245126 Cornwall Road – Sign Face Area Variance Request (100%)", be removed from the agenda and all remaining items move up.

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Agenda be approved as amended.

CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

NIL

5. APPROVAL OF MINUTES

It was moved by Councillor Campbell and seconded by Councillor Frizzell that the Minutes of September 2, 2026, be approved as read.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. 601 Capital Drive – Update

Planning Staff informed Committee that the commercial development for 601 Capital Drive may be delayed. The Department of Transportation and Infrastructure (DTI) has indicated that their preference for access to the property would be one access from Capital Drive rather than the two proposed by the developer. An additional access from a proposed new road running through PID 245340 and possible exits onto Lakeview Drive were also suggested by the Province. Due to budget uncertainty, construction of a road over PID 245340 and the

Lakeview Drive extension does not have a timeline for completion at this time. The developer has stated that this uncertainty makes it difficult to move forward with the development and asked if there was anything the Town could do to assist in getting the construction of the road to proceed. Committee expressed they would like to assist in any way that they can, and Planning Staff will continue to work with the property owner.

Committee discussed confirming proper water supply for fire suppression for the future development, and this will be determined by the Utility at a later date.

7. NEW BUSINESS

a. Special Permit - 113 Waters Edge Lane – Accessory Building in Flankage Yard

Planning Staff shared that the applicant is requesting that he be permitted to place an accessory building 6ft (2m) from the side property line which flanks on Morgan Street.

Planning Staff informed Committee that the Bylaw restricts applicant from placing an accessory building in the Flankage Yard of a property (minimum Flankage Yard for single-detached Dwelling is 20 feet (6.1m) in section 10.5), but the bylaw also states that a Special Permit can be requested from Council.

Planning Staff reviewed the bylaw:

Section 4.1. - Accessory Buildings and Structures may be permitted on any Lot....shall not be located in the Front Yard or the Flankage Yard...where Council may issue a special Development Permit for an Accessory Building located within the Front Yard or Flanking Side Yard of a Lot, where the Council is satisfied the Accessory Building will have the general standard and appearance compatible with adjacent Structures and no permanent injury would be caused to adjoining properties, subject to such conditions as the Council may impose.

Committee and planning staff discussed the reason for this restriction. While DTI may require it for sightlines, the specific details are not clear. It was also discussed that there are no restrictions on Flankage Yards with fences other than being at least 20 feet from the intersecting corner of the two streets.

At this time, the room was opened to the applicant, Jordan Davies, who came to express his reasons for the request.

The applicant shared that with the nature of the drainage in the back yard, the requested location is the most desirable as it sits higher in this corner. The applicant informed Committee that he did apply for a fence and was approved. Reviewing the concern for line of sight, transportation requirement is 20 feet, and he is 120 feet back from the stop sign.

Committee suggested this may be one to review during the Bylaw review.

Councillor Frizzell moved and seconded by Councillor Campbell to forward discussion to Committee of Council

b. Questions from Rick Doucette - Future Plans for Emerald Heights and York Point Meadows Subdivisions

Planning Staff briefed Committee on the area's current stage of development.

Resident Rick Doucette's discussion focused on the 100-door rule as it pertains to future development in the areas adjacent to Riverview Place subdivision and also proper lighting for residents when walking.

Committee and Staff agreed that safety is always a concern and will always be kept in mind for future developments. Committee also agreed to look into the installation of additional streetlights along Sunshine Meadows Drive.

8. OTHER BUSINESS

NIL

9. IN-CAMERA

NIL

10. NEXT MEETING

The next Planning Committee meeting will be held on Wednesday, December 2, 2026 at 4:30 pm.

11. ADJOURNMENT

Meeting adjourned at 5:22 pm.

Jill MacIsaac, Deputy Mayor	Paula Griffin
Chair, Planning Committee	Manager, Planning & Development

TOWN OF CORNWALL
RESOLUTION

DATE:	**November 25, 2026**
COMMITTEE:	**Planning Committee**
MOTION NUMBER:	**PL-35-2026** **Special Permit - 113 Waters Edge Lane (PID 1188655) – Accessory Building in Flankage Yard**
MOTION CARRIED	_____
MOTION LOST	_____
MOTION WITHDRAWN	_____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Steven Campbell**

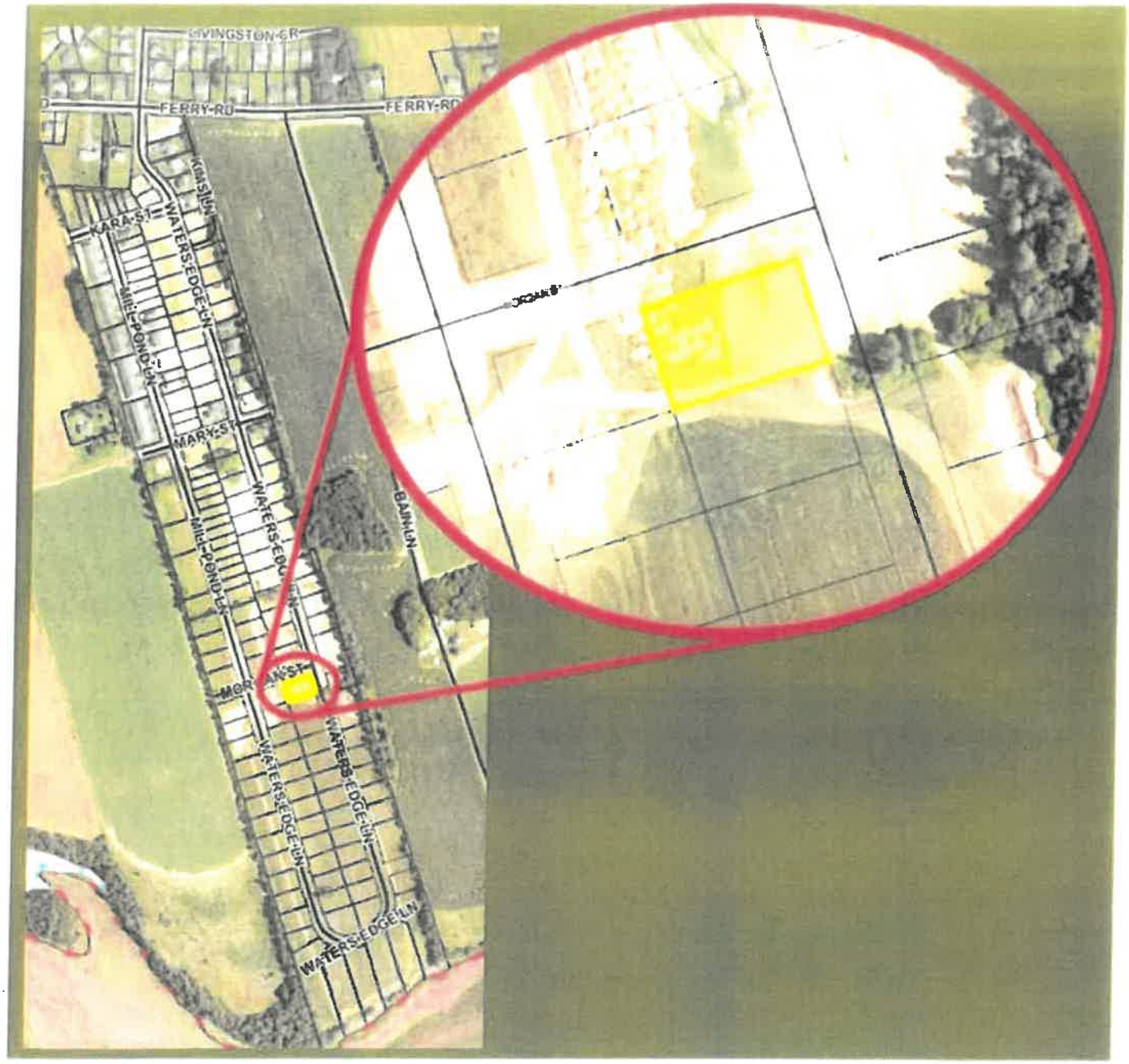
Whereas: The Town received a Development Permit Application on October 8th, 2026, for an Accessory Building at 113 Waters Edge Lane, being PID 1188655 (the "Property");

And Whereas: The Application requests placing a 14' x 16' Accessory Building 14' into the 20' Flankage Yard of the Property fronting on Morgan Street;

And Whereas: Placement of an Accessory Building in the Flankage Yard of the Property requires a Special Permit pursuant to Section 4.1.8 of the *Zoning & Subdivision Control (Development) Bylaw #422* (the "Bylaw");

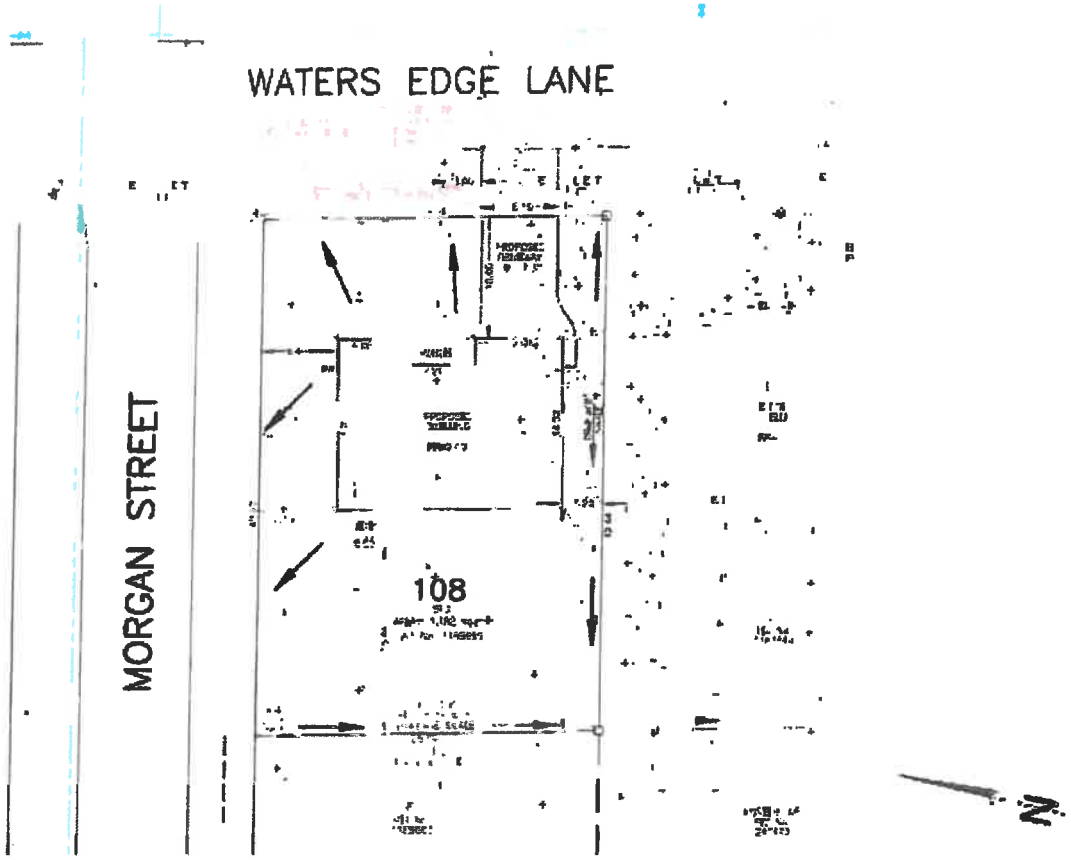
Therefore, Be it Resolved: That Council approve the Special Permit Application to construct an Accessory Building 14' into the Flankage Yard at 113 Waters Edge Lane (PID 1188655) subject to all other relative Bylaw conditions being met.

ORTHO

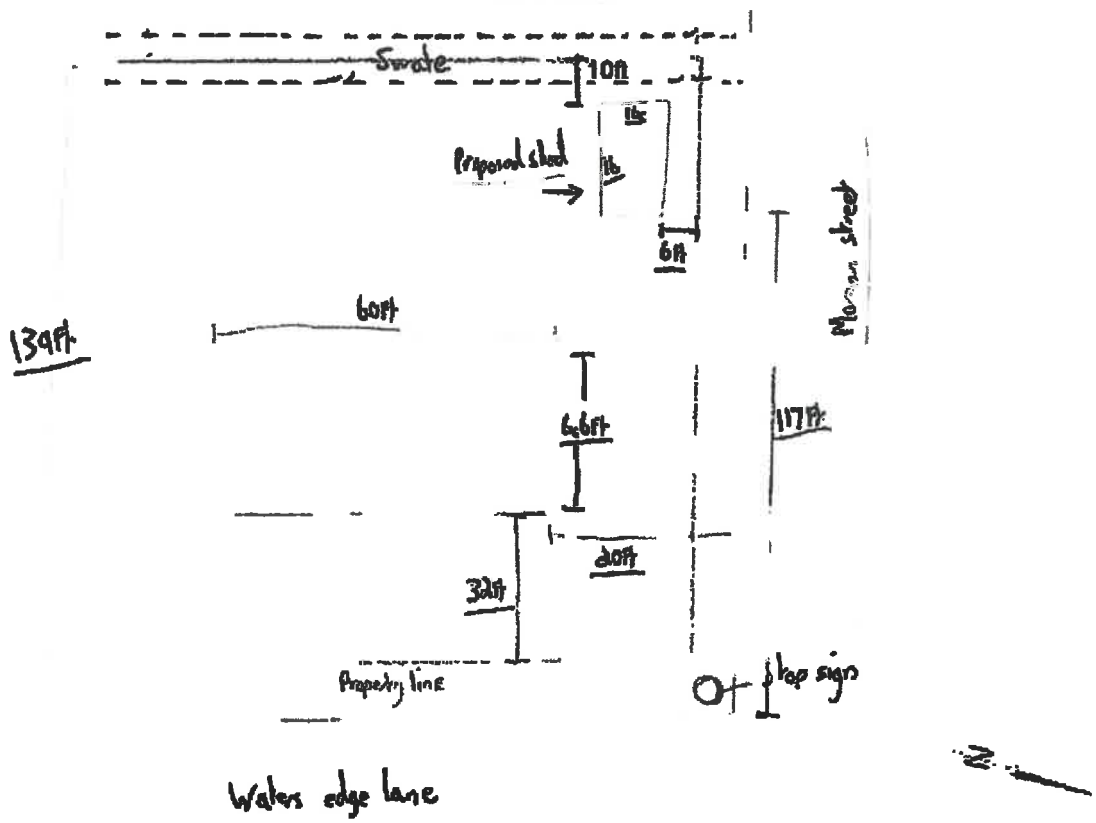

LIVINGSTON-CR
FERRY-RD
FERRY-RD
KARA-ST
WATERS-EDGE-LN
MILL-POND-LN
MARY-ST
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N

APPROVED DRAINAGE PLAN



SITE PLAN



Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
October 21, 2026, 4:30 PM

Chair:	**Deputy Mayor Jill MacIsaac**
Present:	**Mayor Minerva McCourt (arrived at 4:37pm)** **Councillor Steven Campbell** **Councillor Corey Frizzell** **Councillor Judy Herlihy (arrived at 4:43pm)**
Regrets:	**Councillor Cory Stevenson**
Also:	**Kevin Coady - CAO** **Tracey Laybolt – Community/IT/HR Coordinator** **Wendy MacKinnon – Manager of Corporate Services** **Paula Griffin – Manager of Planning and Development** **Geoff Baker – Manager of Engineering and Special Projects**

CALL TO ORDER

Deputy Mayor MacIsaac called the meeting to order at 4:38pm. There were three members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Frizzell and seconded by Councillor Campbell that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

September 16, 2026 - It was moved by Councillor Campbell and seconded by Councillor Frizzell that the minutes of September 16, 2026, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Nil

PLANNING

a) Reports/Minutes – The Committee did not meet.

b) Information Items – Nil

c) Request for Decision –

Sign Size Variance – PID# 245126 Lot 26 – 1 Cornwall Road

The Town has received a sign permit application and 100% variance application for a two-sided digital sign on the proposed commercial property. Manager Griffin recommended approving the application with a condition that the permit cannot be used until a development permit has been issued for the commercial property. She also noted that there are seacans currently on the property that are not permitted as permanent structures. Manager Griffin noted that the company has not provided an updated site plan or actual design for the proposed sign. This matter will be moved to next month's meeting, and Manager Griffin will reach out to the developers to get the information that is required to move forward.

Long Term Care Center – Height Restriction Exemption

Council was provided with a design of the proposed long-term care facility. Council was very impressed with the look of the facility. Manager Griffin noted that the height variance is mainly for aesthetics and is not to create livable space.

It was moved by Deputy Mayor MacIsaac and seconded by Councillor Campbell to bring forth a resolution that Council grant approval of the Height Restriction Exemption to permit a building height up to 54ft, subject to requirements of Section 4.6 of the Bylaw, and further subject to Council approval of the Special Permit Use and entering into a Development Agreement with the Town.

COMMITTEE of COUNCIL - FINANCE/ADMINISTRATION

Second Quarter Financials – There were no questions on the financials.

Utility Line of Credit Increase –

It was moved by Councillor Herlihy and seconded by Councillor Campbell to bring forth a resolution to Council that the Town increase the Utility Line of Credit to $1,000,000 from $550,000 to assist with bridge financing of major projects while waiting for approved infrastructure funding from senior levels of government to be received.

ENVIRONMENT and SUSTAINABILITY

a) Reports/Minutes – The Committee did not meet in October. Councillor Herlihy provided the following updates:
   - If the Committee meets in November, it will mainly be to review items and get ready to hand over to the new Council.

b) Information Items – Nil

c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

a) Reports/Minutes –
   (i) The Minutes were not available at the time of the package. Councillor Frizzell provided the following updates:
   - The Committee had a great meeting with Bylaw Officer Donna Johnson and T-3 Operations Manager Mike Cassidy.

   (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 – The Committee did not meet in October.
   (ii) Manager's Report – October 2026 – included in the package. Councillor Stevenson was not available for an update.

b) Information Items – Nil

c) Requests for Decision – Nil

PUBLIC WORKS

a) Reports/Minutes – September 23, 2026 (draft) – included in the package. Councillor Campbell provided the following updates:
   - The Committee reviewed action items such as speed humps, stop bars and seasonal decorations.
   - Candy canes and snowmen have been ordered for future installation on new Cornwall

Road poles.
- The Committee has requested follow-up on the audible chirp crosswalk at Kellow DR/John St/Main St and the request for a 4-way stop at Mercedes Dr/Lowther Dr.

a) Information Items – Nil

b) Requests for Decision –

Tender Award – Parking Lot Snow Clearing –

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town Council award the 2026-2027 Town Buildings Snow Removal contract to Dowlings Groundworks Inc. at their quoted price of $30,265.75 plus HST, for the term of November 1, 2026 to April 30, 2027, with on-call sanding and salting paid at the per-occurrence rates set out in the quotation, plus HST.

WATER/SEWER UTILITY

a) Reports/Minutes – September 14, 2026 (draft) – included in the package. Councillor Stevenson was not available for an update.
- Manager Baker reported that the work on the water tower deficiencies/damage continues and that the warranty will reset once all work is completed. An email was sent to WSP regarding pictures of the damage that the Town received. The company will compensate the Town for any work that Town staff must do.

b) Information Item – Nil

c) Requests for Decisions – Nil

CORRESPONDENCE

Gifts from the Heart – Donation Request –

It was moved by Councillor Campbell and seconded by Councillor Frizzell to bring forth a resolution to Council that the Town of Cornwall donate a gift basket of five hundred dollars in local Town of Cornwall merchant gift cards, along with assorted Town of Cornwall branded merchandise.

Thank You – Royal Canadian Legion Kingston Branch

The Town received a thank you from the Kingston Legion for allowing poppy drops at Town Hall for their Poppy Campaign.

OTHER

Nil

IN CAMERA

MGA s.119(1)(e) Transit Contract Renewal - It was moved by Councillor Campbell and seconded by Councillor Frizzell that the meeting would move "In Camera" at 5:15pm.

The meeting resumed regular session at 5:39pm.

ADJOURNMENT

The meeting was adjourned at 5:40pm.

Deputy Mayor Jill MacIsaac, Chair

TOWN OF CORNWALL
RESOLUTION

DATE: November 25, 2026

DEPARTMENT: Committee of Council - Multi-Use Facility Feasibility Study and Business Case – RFP Award

MOTION NUMBER: COC-38-2026

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Steven Campbell**

Whereas: The Town of Cornwall issued RFP TOC-2026-PR-01 on August 26, 2026 to retain a qualified consultant to undertake a Multi-Use Facility Feasibility Study and Business Case;

And Whereas: The study will include a comprehensive assessment of the Town's recreational, social, cultural and wellness needs, public and stakeholder engagement, an evaluation of potential site and facility options, and the development of a business case to inform Council's future decisions;

And Whereas: Twelve proposals were received and evaluated in accordance with the criteria and weightings established in the RFP, with ASBB Economics and Research achieving the highest overall evaluation score;

And Whereas: Funding for the project has been allocated in the Town's 2026/27 approved capital budget;

Therefore, Be it Resolved: That the Town of Cornwall award RFP TOC-2026-PR-01 – Multi-Use Facility Feasibility Study and Business Case to ASBB Economics & Research in the amount of $94,960.00 plus HST, in accordance with their proposal dated September 18, 2026, and the requirements of the RFP and its addenda.

TOWN OF CORNWALL
RESOLUTION

DATE: November 25, 2026

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-39-2026 TFSC/Civic Centre Loan Renewal

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Judy Herlihy**

Seconded by Councillor _____ **Corey Frizzell**

Whereas: The Town of Cornwall obtained a loan from the National Bank of Canada in 2012 for $1,500,000 to finance the Town's share of renovations at the Cornwall Civic Centre and the completion of facilities at the Terry Fox Sports Centre;

And Whereas: This loan is now due for renewal, and the National Bank has offered to renew the loan with a remaining balance of $569,393.29 at an annual interest rate of 4.15% on a one-year term with a remaining amortization of six years;

And Whereas: Town of Cornwall Administration has reviewed alternative options for comparable loan products and is satisfied with this credit arrangement for the upcoming one-year term;

Therefore, be it Resolved: That the Town of Cornwall renew the Terry Fox Sports Centre / Civic Centre loan with the National Bank of Canada for a one-year term at an interest rate of 4.15%.

Kevin Coady

From: Matthew Cassidy <mcassidy@coachatlantic.ca>
Sent: November 6, 2026 1:01 PM
To: Keenan, Anna; Kevin Coady; Jeremy Pierce; Corkum-Gorrill, Jessika; Jeremy Crosby
Cc: nsmallman@townofstratford.ca; Moghimi, Elmira
Subject: October Ridership Reports
Attachments: Charlottetown Ridership.pdf; Cornwall Mid Day Runs.pdf; Cornwall October Ridership.pdf; October Accidents.pdf; October Breakdowns.pdf; October Complaints.pdf; October Marketing.pdf; Stratford Mid Day Run.pdf; Stratford October Ridership.pdf

Hello All,

Attached you will find our ridership report for all three Municipalities for the month of October. First month in a while that we have growth in all three municipalities for the month!

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

- East Royalty (Route 10) - 1,278
- Winsloe (Route 12) - 1,165
- Stratford Mid-day runs - 1,513
- Cornwall mid-day runs - 1,488

	October 2026	October 2025	% change	YTD 2026	YTD 2025	% Change
Charlottetown	138.981	135,573	2.5%	1,201,738	1,266,176	(5.1%)
Cornwall	4,673	3,932	18.8%	41,187	32,145	28.1%
Stratford	7,111	6,429	10.6%	64,789	64,621	.3%

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
coachatlantic.ca | maritimebus.com

CORNWALL RIDERSHIP - OCTOBER 2026

Date	Day	Values Sum of Co	Sum of U18 Cornwall Ups	Sum of Cornwall Offs	Sum of U18 Cornwall Offs	Sum of Cornwall Ridership
10/01/2026	Thu	96	14	100	10	220
10/02/2026	Fri	86	11	83	19	199
10/03/2026	Sat	45	23	29	6	103
10/04/2026	Sun					0
10/05/2026	Mon	93	15	101	12	221
10/06/2026	Tue	108	12	103	6	229
10/07/2026	Wed	102	10	102	4	218
10/08/2026	Thu	86	6	85	10	187
10/09/2026	Fri	97	14	82	8	201
10/10/2026	Sat	31	9	26	8	74
10/11/2026	Sun					0
10/12/2026	Mon					0
10/13/2026	Tue	82	14	82	8	186
10/14/2026	Wed	80	10	68		158
10/15/2026	Thu	80	18	88	13	199
10/16/2026	Fri	84	8	86	3	181
10/17/2026	Sat	27	16	30	13	86
10/18/2026	Sun					0
10/19/2026	Mon	97	17	105	9	228
10/20/2026	Tue	99	19	101	5	224
10/21/2026	Wed	82	11	90	14	197
10/22/2026	Thu	96	9	80	13	198
10/23/2026	Fri	80	13	84	10	187
10/24/2026	Sat	33	15	25	11	84
10/25/2026	Sun					0
10/26/2026	Mon	83	10	80	9	182
10/27/2026	Tue	97	19	97	11	224
10/28/2026	Wed	85	18	105	4	212
10/29/2026	Thu	90	15	78	15	198
10/30/2026	Fri	83	19	87	10	199
10/31/2026	Sat	26	16	28	8	78
Grand Total		2,048	361	2,025	239	4673

Route # (All)

CORNWALL RIDERSHIP - OCTOBER 2026

Day	Values Non Paying	Sum of Cornwall Ridership
Sun		0
Mon		631
Tue		863
Wed		785
Thu		1002
Fri		967
Sat		425
Grand Total		4673

		2026	2025	2024
Total Ridership		4,673	3,932	3,622
Monday - Friday	Paying	4,248	3,623	3,313
	Non - Paying	-	-	-
	Working Days	21	22	22
	Average	202	165	151
Saturday	Paying	425	309	309
	Non - Paying	-	0	-
	Working Days	4	4	4
	Average	106	77.25	77

Date	Day	9:15 Drop Off Cornwall	9:15 Pick Up Cornwall	10:15 Drop Off Cornwall	10:15 Pick Up Cornwall	11:15 Drop Off Cornwall	11:15 Pick Up Cornwall	12:15 Drop Off Cornwall	12:15 Pick Up Cornwall	1:15 Drop Off Cornwall	1:15 Pick Up Cornwall	2:15 Drop Off Cornwall	2:15 Pick Up Cornwall	3:15 Drop Off Cornwall	3:15 Pick Up Cornwall	Total/da
10/01/2026	Thurs	8	8	3	5	1	2	2	5	7	6	9	10	11	7	84
10/02/2026	Fri	4	15	2	8	1	3	4	2	8	2	6	5	4	8	72
10/03/2026	Sat															0
10/04/2026	Sun															0
10/05/2026	Mon	7	7	1	4	2	1	2	2	6	6	8	8	11	6	71
10/06/2026	Tues	4	10	3	7	4	4	5	4	3	4	6	8	6	6	74
10/07/2026	Wed	4	11	2	2	2	3	5	2	4	5	6	8	8	8	70
10/08/2026	Thurs	4	14	2	6	4	5	1	0	6	2	6	5	10	6	71
10/09/2026	Fri	2	11	0	5	2	3	5	7	3	2	8	4	6	12	70
10/10/2026	Sat															0
10/11/2026	Sun															0
10/12/2026	Mon															0
10/13/2026	Tues	5	6	0	11	3	2	3	2	3	2	3	4	7	9	60
10/14/2026	Wed	5	5	1	6	0	4	3	5	6	1	4	3	5	7	55
10/15/2026	Thurs	5	7	2	4	1	7	1	2	5	6	6	7	6	16	75
10/16/2026	Fri	2	6	3	2	3	7	3	2	2	1	7	6	7	7	58
10/17/2026	Sat															0
10/18/2026	Sun															0
10/19/2026	Mon	5	12	3	6	5	7	3	3	6	7	9	6	10	7	94
10/20/2026	Tues	4	10	3	9	2	6	3	2	3	4	5	11	9	7	83
10/21/2026	Wed	3	7	2	7	1	2	4	3	6	4	3	6	7	9	69
10/22/2026	Thurs	3	12	1	9	2	3	5	5	6	2	6	6	3	3	76
10/23/2026	Fri	1	7	2	4	4	1	2	6	3	4	7	2	5	5	53
10/24/2026	Sat															0
10/25/2026	Sun															0
10/26/2026	Mon	2	7	1	3	2	6	2	2	3	3	3	7	7	6	59
10/27/2026	Tues	3	11	3	9	4	10	5	0	3	1	2	10	3	11	80
10/28/2026	Wed	5	9	3	9	1	2	4	4	10	2	9	4	3	9	79
10/29/2026	Thurs	1	7	1	5	2	5	2	6	3	1	4	3	10	9	64
10/30/2026	Fri	2	9	3	9	0	3	9	4	1	4	4	7	10	6	71
10/31/2026	Sat															0
		79	191	46	130	46	86	78	68	97	69	131	135	163	169	1488

NORTH RIVER FIRE DEPARTMENT

Town of Cornwall Statistics

October 2026

Call Type	Number
Motor Vehicle Collisions	4
Fire Alarms	2
Medical First Responder	1
Carbon Monoxide Alarm	1
Structure Fire	1
Appliance Fire	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)	10 (46)
June	11 (40)	4 (37)	13 (49)	9 (38)	6 (53)	9 (55)
July	4 (44)	7 (44)	18 (67)	10 (48)	12 (65)	11 (66)
August	8 (52)	8 (52)	7 (74)	12 (60)	9 (74)	10 (76)
September	7 (59)	12 (64)	12 (86)	9 (69)	8 (82)	12 (88)
October	6 (65)	14 (78)	7 (93)	4 (73)	9 (91)	10 (98)
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	15
Misc. Fire type calls	17	28	16	11	20	18
Fire Alarms	22	19	31	23	32	37
Medical First Responder	10	19	29	22	16	12
Carbon Monoxide Alarms	1	3	2	1	2	7
Structure Fires	1	1	2	0	0	3
Vehicle Fires	2	1	1	2	3	1
Water Rescue	3	0	0	0	1	1
Off-Road Rescue	0	1	0	0	0	
Ice Rescue	0	0	0	1	0	

RCMP·GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Monthly Report
October 2026
Town of Cornwall

Prepared by:
L Division Criminal Analysis Section
2026-11-04

This report is intended for Official Use Only

Royal Canadian Mounted Police | Gendarmerie royale du Canada

Canada

Police Activity

Occurrence Summary

There were 9 persons crimes reported in October, consistent with both last month and last year (12 and 7).

At 14, property crime was lower than month (23) and consistent with last year (11). Mischief was the most frequent occurrence type with 5, followed by theft under $5000 (4).

There were no drug enforcement occurrences reported in October, consistent with both last month and last year (also both 0).

At 95, traffic enforcement was consistent with both last month (98) and last year (105). The were no dangerous operation occurrences. There were 2 impaired driving incidents, both of which involved a member of the public reporting a possible impaired. There were 8 reported collisions, none of which involved fatalities.

Overall, October 2026 recorded 183 occurrences with 178 founded or still under investigation. This level is slightly lower than last month (220/208) and is consistent with last year (177/169). It is also lower than the 12-month average for the Town (245/235).

Community Policing

Policing Initiatives

- Cst. Keizer completed a fraud presentation at the St. Francis of Assisi Church on October 24th, 2026

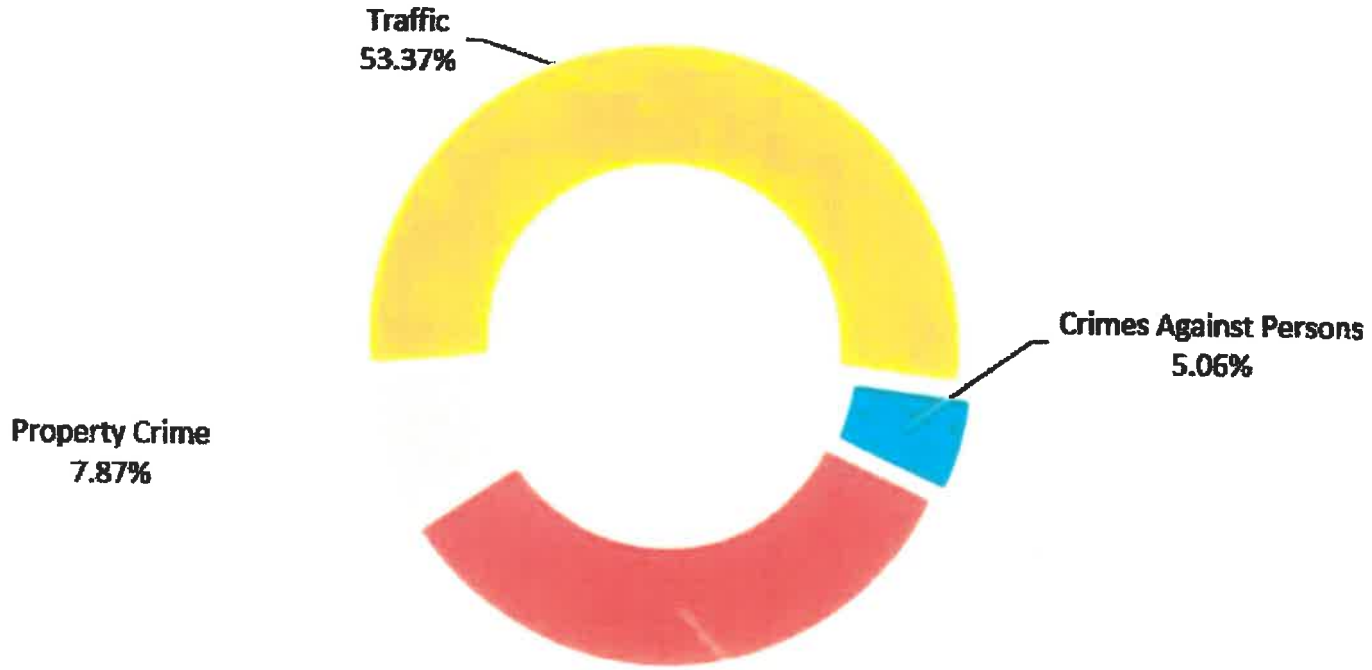
Selective Traffic Enforcement Program

- Members conducted 10 STEP files in October:
  - 3 on Ferry Road
  - 2 on Main Street
  - 1 each on Meadowbank Road, Bonavista Drive, Capital Drive, Route 1 and Route 19

For Official Use Only

All Occurrences

Occurrences by Category - All Occurrence Types
Queens District RCMP (Cornwall)
October 2026

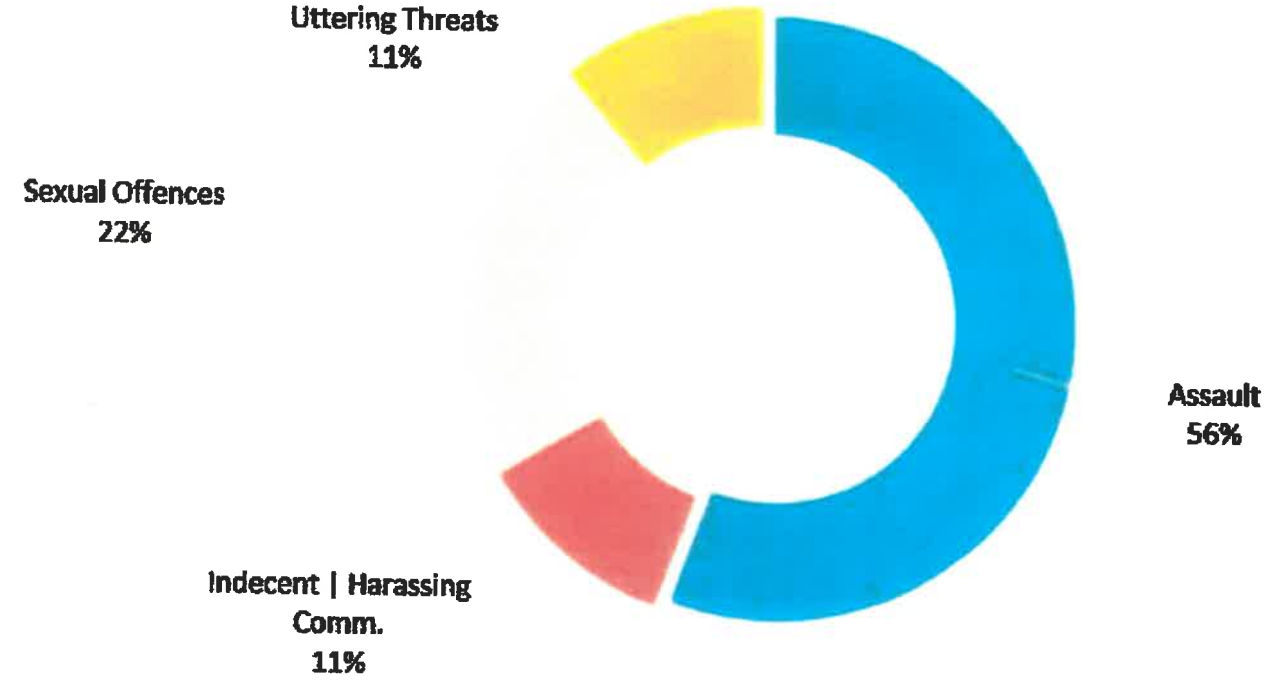


178 Founded/SUI of 183 Total Occurrences

For Official Use Only

Occurrences - Person Crimes

Occurrences by Category - Crimes against Persons
Queens District RCMP (Cornwall)
October 2026



9 Founded/SUI of 183 Total Occurrences

Royal Canadian Mounted Police / Gendarmerie royale du Canada

Canada

For Official Use Only

Occurrences - Property Crime

Occurrences by Category - Property Crime
Queens District RCMP (Cornwall)
October 2026



14 Founded/SUI of 183 Total Occurrences

Royal Canadian Mounted Police / Gendarmerie royale du Canada

Canada

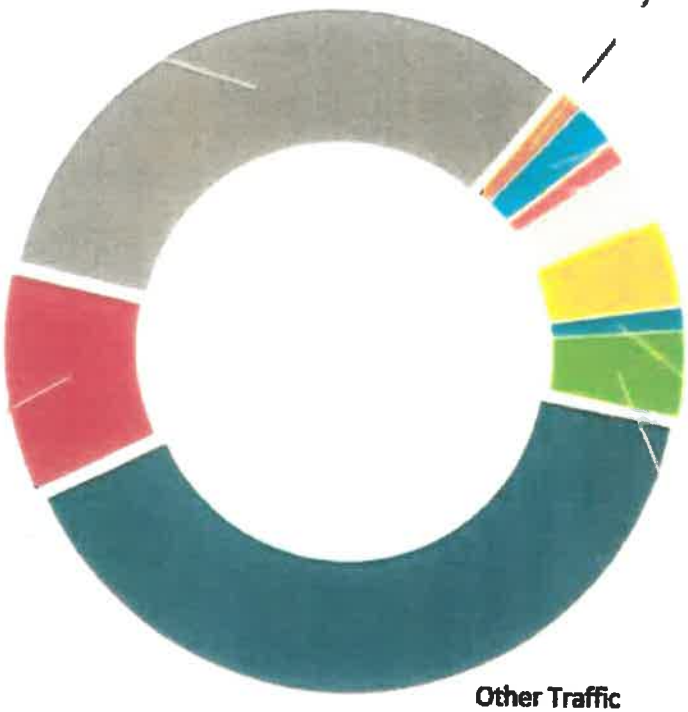
Occurrences - Drug Enforcement

Occurrences by Category - Drug Enforcement
Queens District RCMP (Cornwall)
October 2026

No occurrences reported in this period.

Occurrences - Traffic Occurrences

Occurrences by Category - Traffic Enforcement
Queens District RCMP (Cornwall)
October 2026

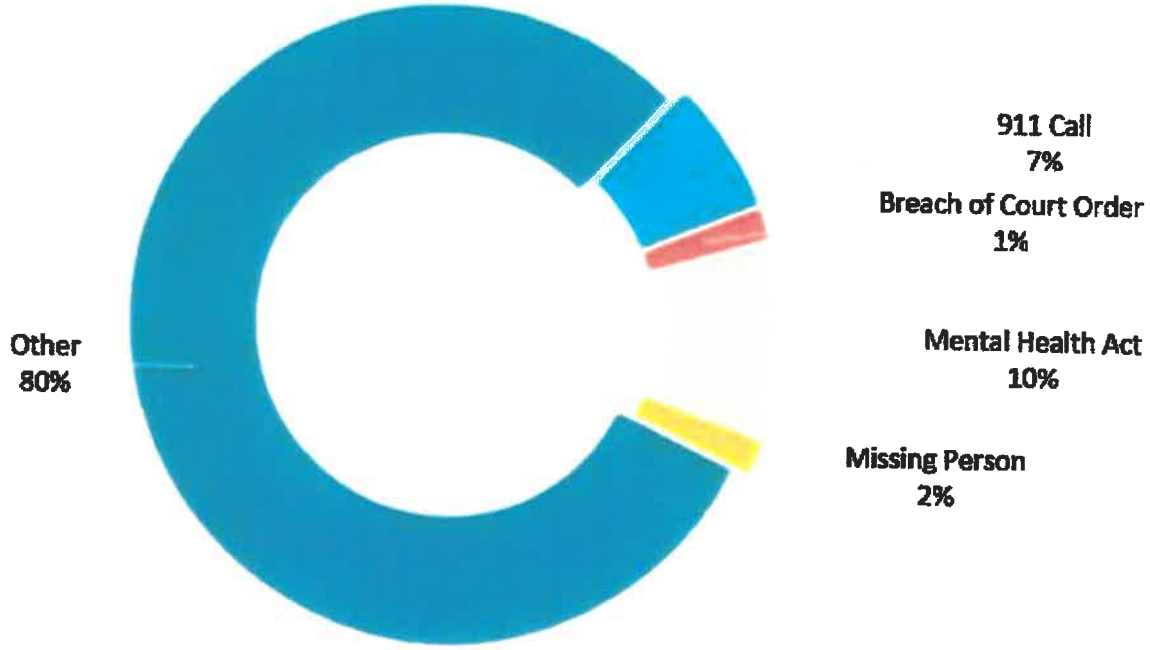


95 Founded/SUI of 183 Total Occurrences

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Occurrences - Other Occurrences

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



60 Founded/SUI of 183 Total Occurrences

For Official Use Only

Summary Offence Tickets / Warnings / Defect Notices

Type Ticket	Count	Fine Amount
11(1)(b) - Driving passenger vehicle while registration expired	36	$7,025.00
138(6) - Operating motor vehicle with improper glazing (tinting)	6	$1,500.00
159(b) - Crossing solid line	3	$750.00
167(5)(a) - Failing to stop on red light or "stop" signal at intersection	1	$250.00
176(3)(b)(i) - Speeding: 29 km /hr or less over limit	1	$250.00
19(1)(a) - Operating vehicle with invalid inspection sticker	14	$1,625.00
214(c) - Driving motor vehicle with windshield and other windows covered by snow, mist, ice, dirt, etc., as to obsc	7	$1,050.00
271(1) - Driving motor vehicle while license suspended or cancelled	1	$150.00
291.1(1) - Driver driving while holding or using hand-held communication device capable of receiving or transmitt	1	$250.00
324(4) - Failing to carry and produce valid insurance card to peace officer when requested	1	$550.00
	1	$650.00

Summary Offence Tickets / Warnings / Defect Notices

Type	Count
Warning	
11(1)(b) - Driving passenger vehicle while registration expired	38
166 - Failing to obey traffic control signal or device	2
167(5)(a) - Failing to stop on red light or "stop" signal at intersection	1
176(3)(b)(i) - Speeding: 29 km /hr or less over limit	2
176(3)(b)(ii) - Speeding from 30-49 km/hr over limit	21
181(6) - Failing to obey traffic-control device at intersection showing course to be travelled	1
19(1)(a) - Operating vehicle with invalid inspection sticker	1
3(3)(b) - Stage 2 driver being accompanied by more than one passenger who is not an immediate family member o	1
324(4) - Failing to carry and produce valid insurance card to peace officer when requested	1
5 - Stage 1 driver or newly licensed driver failing to display decal on or in any motor vehicle being operated by the S	4
68 - Driving without being licensed to drive or with a license that is expired or invalid	3
	1

PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT October, 2026.

- Patrolling and monitoring open files.
- Oct 9 – NOV issued to 247 Cornwall Rd to remove shipping containers.
- Second NOV issued Oct 23 to 247 Cornwall Rd to remove shipping containers.
- Oct 30 – NOV issued to 10 By Way to remove 2 mattresses from roadside.
- 75,73,71,69,67,65 Bonivista Dr. NOV issued to clean up all garbage and debris from the property.

Officer - DONNA J JOHNSON - B.Mus.
PEI Bylaw Enforcement
peibylawenforcement@gmail.com
902-218-7045

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

Category	Last Month YTD	October	YTD
By-Law Cases - New	5	1	6
By-Law Cases - Closed	3	0	3
Humane - New	11	0	11
Humane - Closed	9	0	9
Dog Act - New	2	0	2
Dog Act Closed	2	0	2
Stray Dogs to Shelter	0	0	0
Stray Dogs Returned to Owner	0	0	0
Stray Cats to Shelter	3	0	3
Stray Cats Returned to Owner	0	0	0
Community Patrols	105	18	123
Licenses Issued	3	0	3
For The Record - New	2	1	3
For The Record - Closed	2	1	3
Health & Wellness - New	1	1	2
Health & Wellness - Closed (bites that break skin)	2	1	3
Total	150	23	173

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

PARKS & RECREATION REPORT NOV 2026

EVENTS

Halloween Events

Haunted Trail

- Held Saturday, October 24, at Hyde Park.
- The child-friendly session ran from 4:00–5:30 p.m., attracting approximately 400 participants.
- Activities included beanbag toss, Zombie Shoot Out, a scary sensory table and pumpkin golf.
- Children completed a scavenger hunt and activity stations, receiving a treat bag at the end of the trail.
- The scary session ran from 6:30–8:00 p.m. Attendance was lower than the afternoon session, with the final count still to be confirmed.
- Attractions included a camper in the woods, a chainsaw character, a staged car wreck and costumed characters throughout the trail.
- Community volunteers participated in costume and helped bring the trail to life.
- Members of the U18 Matrix team created and staffed the car wreck scene near the trail exit.
- Staff noted a significant improvement in lighting, with the trail visible from start to finish.
- Admission was by donation, raising $1,541.35 and collecting one large tote of food donations.
- Staff may consider an alternate evening for next year's event to avoid conflicts with other local events and improve attendance at the later session while maintaining strong participation in the child-friendly session.

Halloween Dance

- Held Friday, October 30, at the Civic Centre.
- Approximately 20 children attended.
- Treat bags were awarded as costume prizes.

Walk of Honour & Remembrance

- Held Saturday, November 7, beginning at the Cornwall Cenotaph.
- Approximately 25 people participated, including five veterans.
- Participants walked along Main Street, viewing the Town's new veterans' recognition banners and sharing stories before gathering at Town Hall for refreshments.
- The Town bus was available for those unable to walk the full route.
- The RCMP supported the event by assisting participants at the crossings at Centennial Street and Main Street, and Main Street and Mercedes Drive.
- Despite unfavourable weather, those in attendance were very pleased with the event.
- The Town thanks Veterans Affairs Canada for its support through the Commemorative Partnership Program.

Veterans Dinner

- The Veterans Appreciation Dinner was held on Saturday, November 7 at Kingston Legion Branch 30, with approximately 115 people in attendance.
- Councillor Cory Stevenson served as emcee. The program featured remarks from Councillor Steven Campbell (on behalf of Mayor McCourt), Legion President Alan Crane, MLA Tayte Willows and Ben Miller Chaplain of HMCS Queen Charlotte and Kingston Legon LT(N) Steven Stead offered the blessing, Captain Ray Gaudet led the Toast to Fallen Comrades, and Master Warrant Officer retired Chris Batchilder introduced keynote speaker Lieutenant Colonel Dr. Trevor Jain.
- Bluefield High School students Ava Gavin and Addison Perry performed "O Canada" and provided musical entertainment.
- Town staff and volunteers supported the event, including greeters Carol Storey and Janice Martell and members of the Cornwall Women's Institute, who helped serve the meal and with the clean up.

Upcoming Holiday Events

- Friday, December 4 – Community Tree Lighting & Candy Cane Bingo at 6:00 p.m. at Cornwall Town Hall.
- Saturday, December 5 – Breakfast with Santa & Friends from 8:30 to 11:00 a.m. at the APM Centre. Admission is by donation to support those in need.
- Thursday, December 10 – Senior's Christmas Dinner – will be held at the APM Centre. We have 200 registered and a waiting list of 10 people. Dinner will be served at 12:00pm.
- Friday, December 11 – Cornwall Cares: Stuff Our Bus from 7:00 a.m. to 9:00 p.m.
- Friday, December 11 – Greg the Halls Trivia at 7:30 p.m. at Sam's Family Restaurant. Cost is $2 per person.
- Friday, December 11 – Holiday Decorating Tour registration deadline. Residents can register their home for the tour only or enter the decorating contest.
- Saturday, December 12 – Community Christmas Parade at 6:00 p.m. along Main Street, from the Terry Fox Sports Complex to Cornwall Town Hall.
- Tuesday, December 15 and Wednesday, December 16 – Christmas Lights Tour & Treats at 5:30 p.m. and 6:45 p.m. each evening, departing from the Cornwall Civic Centre.

PROGRAMS

- **Adult fitness** – 50 Plus Fitness had 15 enrolled with consistent attendance, Adult Boot Camp had 16 enrolled, and Ball Fitness had 30 enrolled, with 15–16 attending recent classes.
- **Adult indoor sports** – Co-ed Volleyball filled all 24 spots. Both Indoor Pickleball classes filled, with 25 and 26 participants.
- **Chair Yoga, Cardio Drumming and Line Dancing** – Chair Yoga had 62 enrolled, the new Cardio Drumming program drew 35, and Line Dancing had 25. Line Dancing is planned to return in the spring.
- **Youth programs** – Nerf Wars had 18 enrolled, Beginner Hip-Hop Dance and Holiday Desserts & Treats each had 10, Be You Girls Club had 7, and Learn to Cook had 5.
- **Babysitting Course** – All 15 participants passed and received their certificates.
- **Birthday Packages** – 11 bookings took place this fall, with three more scheduled.

- **Seniors' programs** – Seniors' Lunch averaged 90–100 participants per week, and Dessert Bingo drew 20–25 each week.
- **Bus trips** – Both buses to Moncton filled, with a waitlist for a third. The Town averages 6 – 8 bus trips per year.
- All fall programs will be wrapped up by early December.

FACILITIES

- The Town hosted the PEISAA Field Hockey Championships on October 28th and 29th and then the PEISAA Association Soccer Championships on October 30th and 31st. There were lots of spectators who took part in the championships.
- Facility closed on November 12th for the season.
- Annual facility usage is as follows;

Facility	2026 hours	2025 hours
Soccer turf	710	919
Football turf	656	793
Tennis courts	385	535
Volleyball courts	374	448
Upper grass field	177	239
TFSC Upper Field	523	499
TFSC Lower Field	551	484
East Wiltshire Fields	570	707
York Point Fields	552	584

REVENUE TOTALS

Turf Fields	**48,372**	**69,933**	**-30.83%**
Ball Fields	**12,735**	**12,617**	**+ .94 %**
Court Rentals	**11,678**	**14,947**	**-21.87%**

Respectfully submitted,

Kim Meunier

Manager of Parks & Recreation
Town of Cornwall

Kevin Coady

From:	OurParkOurRights <ourparkourrights@gmail.com>
Sent:	November 13, 2026 3:40 PM
To:	Kevin Coady; Cory Stevenson
Cc:	Town; Minerva McCourt; Jill MacIsaac
Subject:	Correspondence for Nov. 18, 2026 Committee of Council Agenda: Protecting Cornwall Land-Lease Residents (Chateau Estates & Meadowvale)

Dear CAO Kevin Coady, Councillor Cory Stevenson, Mayor McCourt, and Members of Council,

We are submitting this correspondence on behalf of homeowners in **Chateau Estates** (167 households on Heritage Drive) and formally request that this letter and all attached documentation be **entered onto the official agenda, placed on the public record, and documented in the official meeting minutes** for both the **Wednesday, November 18, 2026 (4:30 PM) Committee of Council meeting** and the **Wednesday, November 25, 2026 (4:30 PM) Regular Council meeting** so that our community's formal request for Council's support, utility clarification, and provincial advocacy is officially recorded."

Because the Town's separate Utility Committee is not meeting in November, we are bringing both our municipal utility questions and our broader community protection request directly to the Committee of Council—and specifically to Councillor Stevenson and Deputy Mayor MacIsaac in their roles on the Water & Sewer Utility Committee.

1. Local Context: Hundreds of Cornwall Households Affected

In late 2024, two manufactured home communities inside the Town of Cornwall—**Chateau Estates** (167 sites) and **Meadowvale Community**—were acquired from CAPREIT by U.S.-based private equity firm [redacted] operating in Canada as [redacted] Together, these communities represent hundreds of Cornwall residents, including many seniors on fixed incomes who own their homes outright while leasing the land beneath them.

2. Active Notices & Rule Changes Circulating in Chateau Estates (Attached)

We have attached four completely anonymous documents for Council's review:

- **Exhibit A — Master Policy Research Brief** (`Chateau-Estates-Master-Policy-Brief-v5.pdf`)**:** Outlines the statutory gaps in P.E.I.'s *Residential Tenancy Act* and documents how [redacted] has operated in other provinces in 2025–2026—including **20%–25% monthly cost hikes ($725+/month)**, **doubled municipal licensing pass-throughs ($42 to $80/month)**, **unbundled water charges**, and an **abrupt on-site office closure** in Saskatoon (*Sunset Estates*), as well as **retroactive exterior renovation mandates** in Fort St. John, B.C. (*Southridge Estates*).
- **Exhibit B — October 29, 2026 "LeaseTrack" Notice ($18.95/Month Auto-Enrollment):** An official 2-page letter claiming liability insurance is a mandatory lease requirement and giving residents **30 days** to upload proof of $1,000,000 liability insurance to a third-party portal (**LeaseTrack**) or be enrolled in an **$18.95/month ($227.40/year)** program—despite standard existing P.E.I. CAPREIT leases containing no such requirement.

- **Exhibit C — 19-Page [redacted] *"Schedule B – Rules and Regulations"*:** Contains numerous clauses that conflict with P.E.I. tenancy law, including a claimed 5-day Landlord "Right of First Refusal" on home sales, mandatory pre-sale exterior inspections and heating conversions (oil/wood removal), restrictions on hiring contractors of the homeowner's choice, and **Section 10(a)**, which invokes municipal *"dangerous or unsightly" property bylaws* to justify strict exterior demands.
- **Exhibit D — Official P.E.I. *Residential Tenancy Act* Complaint Form:** Provided by Renting PEI (Community Legal Information) for submitting a third-party compliance investigation request to the P.E.I. Rental Office (compliance@peirentaloffice.ca).

3. Four Specific Actions Requested from the Town of Cornwall

Ahead of the November 18 Committee of Council and November 25 Regular Council meetings, we ask Council and Town Administration to:

1. **Clarify Municipal Water & Sewer Utility Rules (Private Park Lines vs. Bulk Billing):** While we understand that the underground water pipes *inside* Chateau Estates are privately owned and maintained by the park owner, the Town of Cornwall supplies bulk water and sets utility rates. In Saskatoon, [redacted]used private water-line maintenance costs as a pretext to unbundle water from lot rent and sharply increase monthly fees. We ask the Town's Water & Sewer Utility to confirm:
    - Whether Town utility bylaws permit a private land-lease operator to sub-meter, resell, or add markups onto municipal water/sewer services without Utility approval; and
    - That no bulk municipal water rate increases justify sudden new surcharges on Cornwall mobile home residents.
2. **Prevent Misuse of Town "Dangerous or Unsightly" Property Bylaws:** Confirm on the record that existing, well-maintained homes in Chateau Estates are not subject to Town bylaw orders requiring cosmetic retrofits (such as two-tract vinyl skirting or matching shed paint colours), so corporate management cannot claim municipal bylaws are forcing costly upgrades onto seniors.
3. **Pass a Formal Council Resolution Petitioning the Province (Nov. 25 Regular Meeting):** With the P.E.I. Legislative Assembly currently in its Fall sitting and actively reviewing regulatory legislation, we respectfully ask Cornwall Town Council to pass a formal resolution urging the **Premier** and the **Minister of Housing, Land and Communities** to amend P.E.I.'s *Residential Tenancy Act* to:
    - Explicitly prohibit fee unbundling (including private water-line capital repair surcharges) and third-party auto-billing programs (such as LeaseTrack's $18.95/month charge) outside IRAC's annual rent cap;
    - Ban retroactive park rules that force existing homeowners to pay for costly exterior or heating retrofits; and
    - Protect homeowners' statutory right to sell their homes and hire contractors without landlord interference.
4. **Designate a Town Representative to File a Third-Party Compliance Complaint with the P.E.I. Rental Office:** Under P.E.I.'s *Residential Tenancy Act*, the Residential Tenancy Office accepts compliance complaints filed by a **willing third-party representative** on behalf of affected tenants, and forwards a copy of the complaint to the landlord. Because many seniors and working families in Chateau Estates and Meadowvale fear management retaliation if they put their individual names on a complaint, we respectfully ask whether **Councillor Stevenson, another member of Council, or a designated Town representative** would be willing to submit the attached *Residential Tenancy Act* Complaint Form (compliance@peirentaloffice.ca) as a third-party representative using Exhibits B and C. If

Council or a Town representative is able to submit this third-party compliance complaint, please reply to ourparkourrights@gmail.com with a copy of the submitted form or the Rental Office reference number so our coalition can confirm it is on file. We only ask for this support due to the research we have done [redacted]

We have also shared this research package with our local MLA (**Tayte Willows, District 16**) and with **Renting PEI**. Thank you for your time, leadership, and commitment to keeping housing affordable for Cornwall residents.

Sincerely and respectfully,

Chateau Estates Residents Coalition
Contact: ourparkourrights@gmail.com

Certificate of Appreciation

Presented to

Town of Cornwall

For supporting **Prince Edward Island Command, The Royal Canadian Legion's "Veterans' Service Recognition Book - Volume Twenty Three."** Your recognition and support for Prince Edward Island's Veterans is sincerely appreciated. Thank you for your participation.

2026

David L. Doucette
President

THE ROYAL CANADIAN LEGION PRINCE EDWARD ISLAND COMMAND

"LEST WE FORGET"

Kevin Coady

Subject: FW: CHANCES Holiday Support for Families

From: Melody vanOmme <melody.vanomme@chancesfamily.ca>
Date: November 20, 2026 at 12:18:57 PM AST
To: Minerva McCourt <mmccourt@cornwall.pe.ca>
Subject: CHANCES Holiday Support for Families

77 Upper Prince Street, Charlottetown, PEI C1A 4S6
Phone: 902-892-8744 Fax: 902-892-3351

November 20, 2026

Dear Mayor McCourt,

Subject: Request for Financial Support – CHANCES Inc. Holiday Family Support Initiative

CHANCES Inc. will once again be supporting approximately 140 vulnerable families throughout the holiday season. This initiative has been very successful in previous years, helping families access essential items such as food, clothing, and other necessities. The holiday season can be an especially challenging time for families who already struggle throughout the year to meet their basic needs.

To help make this initiative possible, CHANCES Inc. is seeking **financial donations from individuals, local businesses, and community partners**. Financial contributions will be used to provide gift cards directly to families, allowing them the flexibility and dignity to purchase items that best meet their individual circumstances and specific household needs. This approach ensures that families can prioritize what is most important to them, whether it be groceries, clothing, household essentials, or other necessities.

Our community has been incredibly generous and responsive to this initiative in past years. The support of local individuals and businesses has been instrumental in allowing us to assist more families and ensure that children experience a little extra joy and comfort during this special time of year. Every contribution, regardless of size, helps us make a meaningful difference in the lives of the families we support.

A charitable donation receipt will be issued for all eligible financial contributions.

On behalf of the Board of Directors of CHANCES Inc., we sincerely appreciate your consideration of this request. We hope you will be able to contribute financially to this

worthwhile initiative. Your generosity will directly support families in making choices that best address their needs during the holiday season.
Thank you for helping us make the holidays a little brighter for those who need it most.

Donations can be made by contacting Melody vanOmme at CHANCES Inc. at 902-892-8744.

Sincerely,

Mary Beth Parsons

Mary Beth Parsons, Chair – CHANCES Board