

**Town of Cornwall
Cornwall, Prince Edward Island
Committee of Council
March 19, 2025, 4:30 PM**

Chair: Deputy Mayor Jill MacIsaac

Present: Mayor Minerva McCourt - Deputy Chair
Councillor Steven Campbell
Councillor Cory Stevenson

Regrets: Councillor Elaine Barnes
Councillor Corey Frizzell
Councillor Judy Herlihy

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

CALL TO ORDER

Deputy Mayor Jill MacIsaac called the meeting to order at 4:30pm.

There were no members of the public present.

APPROVAL OF THE AGENDA

It was moved by Councillor Campbell and seconded by Councillor Stevenson that the agenda be approved as circulated with the addition of Canada Housing Infrastructure Fund (CHIF) application.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

February 19, 2025 - It was moved by Councillor Campbell and seconded by Councillor Stevenson that the minutes of February 19, 2025, be approved as circulated.

Motion Carried

GUESTS/PRESENTATIONS

Nil

PLANNING

- a) Reports/Minutes – March 5, 2025 (draft) – included in the package. Deputy Mayor MacIsaac noted that the Public Meeting will take place on March 25, 2025, 7pm at the Cornwall Civic Centre.
- b) Information Items – Nil
- c) Request for Decision – Nil

FINANCE/ADMINISTRATION

- a) **DRAFT Budgets 2025/26** – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall pass the 2025/2026 Operating and Capital Plans as well as the Five-Year Capital Plan.
- b) **Remuneration Bylaw Second/Formal Adoption** – Will take place at next week's Council meeting.

ENVIRONMENT and SUSTAINABILITY

- a) Reports/Minutes – The Committee did not meet. Deputy Mayor MacIsaac noted that the Committee is working on several projects including Water School, Fix A Leak Week and the Dandelion Festival which will take place May 24, 2025.
- b) Information Items – Nil
- c) Requests for Decision – Nil

MUNICIPAL and EMERGENCY SERVICES

- a) Reports/Minutes – The Committee did not meet.
 - (i) Municipal Services Reports (Transit/Fire/Police/Bylaw/Humane Society) - Reports were included in the package.
- b) Information Items – Nil
- c) Requests for Decision - Nil

PARKS and RECREATION

a) Reports/Minutes

(i) Minutes – Manager’s Report – March 2025. Councillor Stevenson provided the following updates:

- There has been a lot of great feedback on the Valentine’s Tea put on by resident Delores Griffin.
- The 55+ Games were successful but proved to be more work for staff than intended.
- There will be a 30th Birthday Celebration for the Town of Cornwall on April 5, 2025, at the Cornwall Civic Centre.
- The outdoor rinks were well used with lots of good feedback this season.
- A portable stage and parade float are budget items for the Department this year.
- The Committee will be doing a review of events and ways to combine or streamline events.
- There was discussion on an outdoor gazebo for Town Hall.
- There was discussion on setting parameters on dog park sponsorship.
- There was discussion on field usage.

b) Information Items – Nil

c) Requests for Decision – Nil

PUBLIC WORKS

a) Reports/Minutes – The Committee did not meet. Councillor Campbell provided the following updates:

- The next meeting will take place in April.
- The sweeping of trails has begun for Spring cleanup.
- There have been numerous compliments received on work being done by staff in the Town.

b) Information Items – Nil

c) Requests for Decision –

WATER/SEWER UTILITY

a) Reports/Minutes – March 3, 2025 (Draft) – included in the package.

b) Information Item – Nil

c) Requests for Decisions –

Water Tower Project – Change Order – Valve Chamber: It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall accept the quote provided by Greatario for the installation of the new pressure control valve chamber in the amount of \$333,652 plus HST.

CHIF Application – Cornwall Road: It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall approve submitting applications to both the Federal and Provincial streams of the Canadian Housing Infrastructure Fund (CHIF) funding program for the extension of utility services on Cornwall Road.

CORRESPONDENCE

- a) **PEI Marathon – Donation Request** – It was moved by Councillor Stevenson and seconded by Councillor Campbell to bring forth a resolution to Council that the Town of Cornwall donate registration for one week, to the Town of Cornwall summer camp of choice, subject to availability, for a child aged 5-12.
- b) **UPEI Relay for Life** – Donation Request – It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall contribute five hundred dollars and be a Bronze Level Sponsor for the 2025 UPEI Relay for Life.
- c) **PEI Police Association 36th Annual Crime Prevention Guide – Ad Purchase** – It was moved by Councillor Campbell and seconded by Councillor Stevenson to bring forth a resolution to Council that the Town of Cornwall purchase a 1/8 page colour business size advertisement in the 36th annual Prince Edward Island Police Association Crime Prevention Guide at a cost of \$345 including HST.
- d) **Thank You – Trail Work** – Mayor McCourt responded to a very nice letter that the Town received complimenting the trail work that has been done. Residents are enjoying using the trails.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:13pm.

Mayor Minerva McCourt, Chair