

**TOWN OF CORNWALL
REGULAR MONTHLY COUNCIL MEETING
Wednesday, August 19, 2020 4:30 P.M.
AGENDA**

- 1) **Call to Order**
- 2) **Approval of Agenda/Additions to the Agenda**
- 3) **Disclosure of Conflict of Interest**
- 4) **Approval of Minutes**
 - (a) July 15, 2020 Regular Council Meeting
- 5) **Business Arising**
- 6) **Presentations/Delegations**
- 7) **Infrastructure Committee**
 - Reports & Resolutions**
 - (a) Minutes
 - (b) Resolution – Utility Loan Renewal
 - (c) Resolution – Wellfield Development Phase 2 Tender Award
 - (d) Resolution – Sidewalk Installation Award
 - (e) Resolution – Fire Hydrant Installation Award
- 8) **Planning Committee - Councillor MacIsaac**
 - 1) **Reports & Resolutions**
 - (a) Minutes
 - (b) Resolution – Revision to Development Permit Application
- 9) **Committee of Council**
 - Finance/Administration**
 - 1) **Reports & Resolutions**
 - (a) Comparative Income Statement
 - (b) Resolution – Donation - Ad in Legion “Military Service Recognition Book”
 - (c) Resolution – Donation - Canadian Lebanese Association of PEI
 - Municipal Services**
 - 2) **Reports & Resolutions**
 - (a) Humane Society Report
 - (b) Fire Department Report
 - (c) Police Report
 - (d) Bylaw Enforcement
 - (e) Transit
 - (f) Engagement
 - Parks and Recreation**
 - (3) **Reports & Resolutions**
 - (a) Monthly Report
 - (b) Resolution – Dog Park/Skate Park/Playground Town Hall Locations
- 10) **Correspondence**
 - (a) Big Brothers/Big Sisters PEI – Thank You
- 11) **Other Business**
- 12) **In Camera** MGA s.119(1)(d)
- 13) **Adjournment**

Cornwall, Prince Edward Island

**Regular Meeting of Council
Wednesday, July 15, 2020
4:30 PM**

Present: Mayor Minerva McCourt – presiding
Deputy Mayor Cory Stevenson
Councillor Corey Frizzell
Councillor Jill MacIsaac
Councillor Peter Meggs (via phone in)
Councillor Elaine Barnes (via phone in)
Councillor Shane McGuigan (via phone in)

Also: Kevin Coady – Chief Administrative Officer
Dean Lewis – Manager of Planning and Development
Tracey MacLean – Engagement Coordinator

CALL TO ORDER

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

APPROVAL OF THE AGENDA

Councillor Barnes moved, seconded by Councillor Meggs, that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Councillor MacIsaac will recuse herself for section 8-b & c, Councillor Meggs will bring forth the resolutions.

APPROVAL OF THE MINUTES

It was moved by Councillor MacIsaac, seconded by Councillor Barnes, that the Minutes of June 17, 2020 Regular Council Meeting be approved as circulated.

Motion Carried

It was moved by Councillor MacIsaac, seconded by Councillor Barnes, that the Minutes of July 2, 2020 Special Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

PRESENTATIONS

Nil

REPORTS OF COMMITTEES / RESOLUTIONS:

INFRASTRUCTURE

Reports & Resolutions

- a) **Minutes:** Included in package

I-02-2020 Utility Servicing Standards

Moved by Councillor Elaine Barnes

Seconded by Councillor Jill MacIsaac

Whereas: The Town of Cornwall desires quality and consistency in the design and installation of water and wastewater systems in the Town,

And Whereas: The Town of Cornwall, in conjunction with the Town Engineers WSP, has developed municipal utility servicing standards to ensure quality and consistency in the design and installation of water and wastewater systems,

And Whereas: The Town of Cornwall Infrastructure Committee has considered, and agrees with, the proposed guidelines,

Therefore, be it Resolved: That the Town of Cornwall, upon the recommendation of the Town's Engineers, adopt the Municipal Utility Servicing Standards attached to this resolution and dated July 15, 2020,

And be it further Resolved: That these guidelines are effective as of the date of this resolution, July 15, 2020.

Motion Carried

I-03-2020 Wellfield Development Phase 1 Tender Award

Moved by Councillor Elaine Barnes

Seconded by Councillor Cory Stevenson

Whereas: The Town of Cornwall has experienced unprecedented growth over the past several years and requires an additional wellfield to ensure a clean and safe potable water supply is available for the Town for the long term and to enable further growth in the Town,

And Whereas: The Town of Cornwall applied to, and were approved under, the Investing in Canada Infrastructure Program for 73.33% funding to carry out this Wellfield Development project,

And Whereas: Due to the scope of the project, it was broken into 2 Phases, and a tender call was issued for Phase 1 of the project and 3 bids were received,

Therefore, be it Resolved: That the Town of Cornwall upon, and pursuant to, the recommendation of the Town's Engineers, award Phase 1 of the Wellfield Development Project to the low bidder Island Coastal Services Ltd. in the amount of \$1,079,913.25 inclusive of HST.

Motion Carried

PLANNING COMMITTEE

Reports & Resolutions

a) Minutes Included in package

- A resident of Harvest Hills expressed concerns over the proposed amendment of the Development Concept for Lot 50 from 11 town house units to 12 apartment units (2 buildings). Council listened and discussed concerns prior to voting on resolution.

Councillor MacIsaac left the meeting at 4:43pm

PL-06-2020 West River Estates Land Sale

Moved by Councillor **Peter Meggs**
Seconded by Councillor **Corey Frizzell**

Resolved:

Whereas: JAAS Holdings Inc., the Developer, entered into a Parkland Dedication Agreement with the Town on December 4, 2018 as part of the Development Concept Plan for West River Estates Subdivision, Phase 1, in which they agreed to convey to the Town Parcel E-2 as shown in the Derek A. French Professional Services Drawing No. 17178-2 and dated October 29, 2018;

And Whereas: the Developer proposes to purchase from the Town a portion of PID 1104280 (Parcel E-2) as shown in the Derek A. French Professional Services Drawing titled "CONCEPT B - Proposed Emergency Vehicle Access" and dated February 25, 2020 for use as a secondary emergency access as required by the Province as part of the NFPA standards;

Therefore, Be It Resolved That: Council grant approval for the sale to JAAS Holdings Inc. of a portion of PID 1104280 (Parcel E-2) as shown in the Derek A. French Professional Services Drawing titled "CONCEPT B - Proposed Emergency Vehicle Access" and dated February 25, 2020 for use as a secondary emergency access for West River Estates Subdivision, Phase 1, subject to the Developers providing written approval from the Department of Transportation, Infrastructure and Energy and the Fire Marshal's Office confirming acceptance of the design as well as entering a Purchase and Sale Agreement as well as a Development Agreement with the Town.

Motion Carried

PL-05-2020 West River Estates Development Concept

Moved by Councillor **Peter Meggs**
Seconded by Councillor **Shane McGuigan**

Resolved:

Whereas: Council passed Resolution PL-14-2019 on May 15, 2019 to grant Preliminary Approval of a Development Concept Plan showing West River Estates Subdivision, Phase 2 as depicted in the Derek A. French Professional Services Drawing No.17178-3 and dated February 8, 2019;

And Whereas: the Town received a request to amend the original Development Concept Plan showing for West River Estates Subdivision, Phase 2 by adding a storm water retention area on Lot 79 and other minor amendments as depicted in the Derek A. French Professional Services Drawing No.1934 and dated March 17, 2020;

And Whereas: a portion of this property is zoned PURD; therefore, the proposal was presented at a public meeting on July 7, 2020 held pursuant to Sections 12 and 21 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw;

And Whereas: the proposal was reviewed by the Town and found to comply with the Town of Cornwall's Official Plan and Zoning and Subdivision Control Bylaw 414;

Therefore, Be It Resolved That: Council grant Preliminary Approval to Development Concept Plan showing Phase 2 of West River Estates Subdivision, as depicted in the Derek A. French Professional Services Drawing No.1934 and dated March 17, 2020, subject to the Developer entering into a Subdivision and Development Agreement with the Town.

Motion Carried

Councillor MacIsaac returned to the meeting at 4:50pm

PL-07-2020 Harvest Hills Development Concept

Moved by Councillor **Peter Meggs**
Seconded by Councillor **Cory Stevenson**

Resolved:

Whereas: 101583 PEI Inc. (the Developer) and the Town of Cornwall entered into a Development Agreement dated August 5, 2019 and registered at the Queens County Registry Office on August 8, 2019 in Book 5778 as Document No. 6053, in relation to the development of Phase 3A and 3B of the Harvest Hills Subdivision on PID No. 1061563;

And Whereas: within the Development Agreement, the Development concept for lot 50 indicates

“a maximum of 11 Block Townhouse units”;

And Whereas: the Town has received a request from the lot owner to amend the Development Concept for Lot 50, Parcel ID No. 1115351, to construct two (2) 6 unit apartment buildings totaling a maximum of 12 apartment-style units;

And Whereas: this property is zoned PURD; therefore, the proposal was presented at a public meeting on July 7, 2020 held pursuant to Sections 12 and 21 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw;

And Whereas: the Town received 2 emails along with a petition signed by property owners, raising their concerns with the amendment to the Development Concept. Council considered the concerns brought forward;

And Whereas: the proposal was reviewed by the Town and found to comply with the Town of Cornwall’s Official Plan and Zoning and Subdivision Control Bylaw 414;

Therefore Be It Resolved That: Council Approve the amendment to the Development Concept for Lot 50 found in the Development Agreement registered at the Queens County Registry Office on August 8, 2019 in Book 5778 as Document No. 6053, in relation to the development of Phase 3A and 3B of the Harvest Hills Subdivision on PID No. 1061563 and allow the construction of up to two (2) 6 unit apartment-style buildings with a maximum of 12 units on Lot 50”, Parcel ID No. 1115351. Subject to the development meeting conditions in the Town Bylaws and the Property owners entering a Development Agreement with the Town.

Motion Carried

COMMITTEE OF COUNCIL – Deputy Mayor Cory Stevenson

(i) FINANCE AND ADMINISTRATION

Reports & Resolutions

a) Comparative Income Statement – Included in the package

- Councillor Meggs questioned Community 13 property tax but was explained it was just an incorrect entry
- Mayor McCourt noted that CAWG was looking for information on what the Town gives “in kind” to the group
- Councillor McGuigan had a question about the APM water & sewer bill. CAO Coady will look into the matter.

FA-17-2020 Special Olympics PEI Donation

Moved by Councillor

Elaine Barnes

Seconded by Councillor Cory Stevenson

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

And Whereas: The Town of Cornwall supports the goals of Special Olympics PEI and is an annual supporter of their programs through the Special Olympics gala, which is not being held this year due to the COVID 19 situation;

Therefore be it Resolved: That the Town of Cornwall, in lieu of purchasing tickets this year, donate three hundred dollars (\$300) to Special Olympics PEI.

Motion Carried

FA-18-2020 Canadian Health Advanced by Nutrition and Graded Exercise (CHANGE) Donation

Moved by Councillor Shane McGuigan

Seconded by Councillor Peter Meggs

Whereas: The Town of Cornwall has been asked to donate the use of town space for a, free to Cornwall residents, one year Canadian Health Advanced by Nutrition and Graded Exercise (CHANGE) program, and would normally do so;

And Whereas: The Town of Cornwall is unable to donate the use of the required space at this time due to the current COVID 19 situation;

Therefore be it Resolved: That the Town of Cornwall, in lieu of providing space for the CHANGE program, pays for rental of the APM Centre for use by the CHANGE program in the amount of one thousand seven hundred and thirty four dollars (\$1,734.00).

Motion Carried

(ii) MUNICIPAL SERVICES
Monthly Reports were included in the package.

1) Reports & Resolutions

(a) Humane Society Report

(b) Fire Department Report.

(c) Police

(d) Bylaw Enforcement

(e) Transit

(f) Engagement - PEIANC Covid survey results and video have been released

(g) Cornwall Area Watershed Group – CAWG has received special Covid funding from the Province. This year there are 11 members/2 crews.

iii) PARKS & RECREATION

a) Monthly Report included in package

- Councillor Frizzell noted that he has received complaints from residents that the snow fence installed at ball fields is blocking views. Staff will see if there is a better way to do it.
- Councillor Frizzell inquired if the Ramblers have field times booked – yes and they are picking up more times. He also noted that baseball has been going well.
- Mayor McCourt noted concerns over contact tracing and wants to ensure that the teams know that they are responsible for keeping track of their team.
- Covid inspections have gone well.
- Dog Park – WSP are working on a concept drawing for the proposed dog park on Lakeview Dr.

CORRESPONDENCE

Nil

OTHER BUSINESS

Deputy Mayor Stevenson expressed his thanks for flowers, sympathy, and kind words after the loss of his brother.

IN CAMERA

MGA s.119(1)(d) It was moved by Councillor Barnes and seconded by Councillor Frizzell that the meeting would enter “in camera” at 5:52pm

Councillor Meggs left the meeting at 6:07pm

Councillor MacIsaac left the meeting at 6:10pm

Councillor Barnes left the meeting at 6:15pm

Councillor McGuigan left the meeting at 6:17pm

The meeting returned to open session at 6:17pm

ADJOURNMENT

The meeting was adjourned at 6:18pm

MINERVA MCCOURT
MAYOR

KEVIN COADY
CHIEF ADMINISTRATIVE OFFICER

**TOWN OF CORNWALL
INFRASTRUCTURE COMMITTEE MEETING
Thursday, August 6th, 2020 at 4:00 PM**

Chair Councillor Elaine Barnes
Present: Mayor Minerva McCourt
 Deputy Mayor Cory Stevenson by Phone
 Councillor Corey Frizzell
 Councillor Peter Meggs
Also: Kevin Coady – Chief Administrative Officer
 Doug Longmoore – Infrastructure Manager
Regrets: Councillor Jill MacIsaac
 Councillor Shane McGuigan

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Chair Elaine Barnes.

APPROVAL OF THE AGENDA

It was moved by Councillor Meggs and seconded by Councillor Frizzell that the agenda be approved as circulated with the addition of the following items Meadowbank Road and Town Projects.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil

APPROVAL OF MINUTES

It was moved by Councillor Meggs seconded by Councillor Frizzell that the Infrastructure Committee minutes of July 2nd, 2020 be approved.

Motion Carried

BUSINESS ARISING

PESTICIDES PRESENTATION

David Fleming who was going to do a presentation on pesticides is unable to make the meeting due to another commitment. Presentation has been rescheduled to August 26, 2020 at Committee of Council meeting.

REVIEW INCOME STATEMENT

The Committee reviewed the income statement included in the package. A Utility loan is due for renewal and Kevin Coady is discussing options with the bank on a new demand loan to cover the capital costs of the new wellfield.

PROJECT/ OPERATIONAL UPDATES

The committee discussed various project updates which were included in the package.

WELLFIELD PHASE II TENDER

It was moved by Councillor Barnes and seconded by Deputy Mayor Stevenson to bring forth a resolution that the Town of Cornwall upon, and pursuant to, the recommendation of the Town's Engineers, award Phase II of the Wellfield Development Project to the low bidder Island Coastal Services Ltd. in the amount of \$1,534,226.50 inclusive of HST.

REQUESTS

Speed Humps

The Committee received requests from residents for new speed humps on Sunrise Cove Drive, Miah Drive and Cornwall Road. The City of Charlottetown has also released a speed hump policy with a petition requiring $\frac{3}{4}$ representation of the street or street section. The Committee would like time to review the Charlottetown Speed Hump Policy and develop a formal application or petition for residents to use in requesting speed humps.

Two double sided kid cut-out signs have been ordered to setup and move. Due to Covid the delivery date is not expected until the middle to end of August.

Lower Speed Limits

A Request was received to lower the speed limits on Kingston Road. The Committee will make a request to the Province to increase the area of the school zone on Kingston Road to include the ballfields entrance. It was also asked for increased RCMP presence in the area.

UTILITY BILLING AND E-BILLING

The Town received a request from a resident for the Town to adopt e-bill for the Utility water and sewer bills. The current annual cost for to the Town to do the billing is \$8,200 including postage and all supplies. There is an option to purchase a e-billing module for TownSuite to setup a web portal for \$6,000 with a maintenance fee of \$6,000 per year. The web portal would allow residents to logon to retrieve their quarterly Utility statement. Currently Stratford is rolling out this feature and the Town will wait to see if it is successful and cost effective.

The Committee agreed that the current bill template doesn't provide enough information to customers on past payments and should be revamped.

OTHER

Meadowbank Road

Discussions have been had with the Province to improve safety along the Meadowbank Road. The Province has committed to paint SCHOOL ZONE in the travel lanes on the Meadowbank Rd. and are also prepared to install pedestrian actuated crosswalk lights if the Town installs an appropriate concrete pad/small sidewalk on the Hyde St side. Staff will follow-up with the Province with the size and dimensions of the pad and have it installed as soon as possible.

Town Projects

It was moved by Councillor Barnes and seconded by Deputy Mayor Stevenson to accept the lowest

bid of \$31,500, plus HST, from Remley Construction to do the sidewalk replacement project on Gardiner Drive and Ferry Road; and to accept the lowest bid of \$20,000, plus HST, from JD Backhoeing on the installation of 2 hydrants which will replace the existing flushing boxes on Lacardy and Keri Drive.

MEETING TIME

The next meeting time is Thursday, September 3, 2020 at 4:00p.m. at the Town Hall.

MEETING ADJOURNED AT 5:00 p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Infrastructure

MOTION NUMBER: I-04-2020 **Utility Loan Renewal**

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Peter Meggs**

Whereas: The Town of Cornwall Water and Sewer Utility obtained a loan from the National Bank of Canada in 2010 for \$1,320,240.91 at an interest rate of 4.7% in a restructuring of existing credit facilities; the loan was established on a 10 year term with an amortization period of 15 years,

And Whereas: This loan is now due for renewal and the National Bank has offered to renew the loan, with a remaining balance of \$546,295.88, at an annual interest rate of 2.4% over the remaining 5 years of the loan period,

Therefore, be it Resolved: That the Town of Cornwall renew the current loan for its remaining five year term with the National Bank of Canada at 2.4%.



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Infrastructure

MOTION NUMBER: I-05-2020

MOTION CARRIED

MOTION LOST

MOTION WITHDRAWN

Moved by Councillor

Elaine Barnes

Seconded by Councillor

Cory Stevenson

Whereas: The Town of Cornwall has experienced unprecedented growth over the past several years and requires an additional wellfield to ensure a clean and safe potable water supply is available for the Town for the long term and to enable further growth in the Town,

And Whereas: The Town of Cornwall applied to, and were approved under, the Investing in Canada Infrastructure Program for 73.33% funding to carry out this Wellfield Development project,

And Whereas: Due to the scope of the project, it was broken into 2 Phases, and a tender call was issued for Phase 2 of the project and one bid was received,

And Whereas: This bid was within the budgeted allocation for this phase,

Therefore, be it Resolved: That the Town of Cornwall upon, and pursuant to, the recommendation of the Town's Engineers, award Phase 2 of the Wellfield Development Project to the low bidder Island Coastal Services Ltd. in the amount of \$1,534,226.50 inclusive of HST.



July 31, 2020

Mr. Doug Longmoore, Manager, Public Works & Utility
Town of Cornwall
P.O. Box 430
Cornwall, PE
C0A 1H0

Phase 2

Subject: Cornwall Wellfield Development - Phase 2 - Tender Recommendation

Dear Mr. Longmoore:

Tenders were received for the above project at 1:00 PM, Thursday, July 30, 2020, and have been reviewed and verified and are attached for your reference.

A summary of the tenders is as follows:

<u>Low Bidder</u>	<u>Bid Amount</u>	<u>Construction Duration</u>
Island Coastal Services Ltd.	\$1,534,226.50	Aug. 4/2020 to Aug. 31/2021 = 56 Construction Weeks

It is therefore recommended that, once the approval from Environment is received, the contract be awarded to the sole bidder, Island Coastal Services Ltd., in the amount of \$1,534,226.50, including HST, if the necessary funds are available.

Copies of the tender documents are enclosed for your records. Please contact me if there are any questions regarding the above.

Best regards,

Luc Van Hul, FEC, P.Eng.

LVH/gd

cc: Mr. Morley Foy, P.Eng. - Dept. of Environment, Water and Climate Change

Encl.
WSP ref.: 191-04213-00



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Infrastructure

MOTION NUMBER: I-06-2020

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Elaine Barnes**

Seconded by Councillor _____ **Cory Stevenson**

Whereas: The Town of Cornwall approved the replacement of approximately 600 feet of sidewalk along Ferry Road and Gardiner Drive in the 2020/2021 Capital Budget,

And Whereas: The Public Works Department sought prices from four contractors to carry out this work, the lowest price received was \$31,500 from Remley Construction Ltd.,

Therefore, Be it Resolved: That Remley Construction Ltd. be awarded the sidewalk project for \$31,500 exclusive of HST.



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Infrastructure

MOTION NUMBER: I-07-2020

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor	_____	Elaine Barnes
Seconded by Councillor	_____	Cory Stevenson

Whereas: The Town of Cornwall Water and Sewer Utility approved the installation of 2 additional fire hydrants in the 2020/2021 Capital Budget, .

And Whereas: The Public Works Department sought prices from four contractors to carry out this work, the lowest price received was \$20,000 exclusive of HST from JD Backhoeing Services Ltd.,

Therefore, Be it Resolved: That JD Backhoeing Services Ltd. be awarded the fire hydrant installation project for the amount of \$20,000 exclusive of HST.

**Planning Board Meeting
August 5th, 2020
4:30 PM**

Attendance: Chair Jill MacIsaac, Deputy Chair Peter Meggs, Cory Stevenson, Elaine Barnes, Corey Frizzell, Kevin Coady and Mayor Minerva McCourt
Staff: Dean Lewis, Tim Hamel, Paula Griffin
Regrets: Shane McGuigan

Call to Order

Chair MacIsaac called the meeting to order at 4:40 pm and welcomed everyone.

Approval of Agenda

Councillor Barnes amended the agenda by adding 6 & 8 Keri Drive to New Business.

Moved by Councillor Meggs, seconded by Mayor McCourt, the agenda be approved as amended.
CARRIED

Disclosure of Conflict of Interest

None

Approval of Minutes

It was moved by Councillor Barnes, seconded by Councillor Frizzell the Minutes of July 2, 2020 be approved as circulated.

CARRIED

It was moved by Councillor Stevenson, seconded by Mayor McCourt the Minutes of July 7, 2020 be approved as circulated.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Official Plan Update

John Heseltine will be sending his latest version of the Plan within the week, so Staff intends to have a review of the Plan done by the third week of August. It will be presented at the September 2nd Planning Committee meeting and if approved, it will be posted on the Town's website for public review.

Town Properties – Skate Park, Dog Park

APM Centre was not in favor of the previous proposed location of the skate park between Town Hall and the APM Centre as it may impede future development. Staff is expecting a proposal from WSP shortly showing it placed along the new street by the Town Hall parking lot. Committee is in favor of the new location. Staff also indicated the playground would be relocated to an area by the Northeast corner of Town Hall which Committee agrees with. Staff presented a plan of the new road at Town Hall.

Staff stated that a possible dog park at the Lakeview Drive location could be problematic while constructing the proposed dewatering bag containment cell. Staff suggested putting this possible location on hold until construction is completed next year. Committee agreed to postponing discussions on this location but suggested using the time to investigate other possible locations in the area.

Staff presented a proposed location at the end of Pond Street by the lagoons. The area has space for parking and a thick hedge that would act as a buffer from neighbouring properties. Councillor Barnes asked if there was anything available that was along Main Street. Staff suggested an area by the Terry Fox Complex, but Committee thinks the area could be better utilized. Committee suggested putting the dog park beside Town Hall by the proposed playground site as it would be easier to relocate if it interfered with development by the APM Centre. Committee questioned if it would interfere with the Disc-golf course but was told by Staff that an area by Terry Fox Complex is being considered. Committee will get feedback and present it at Committee of Council.

Outside Seating Area – 30 Church Street

Staff received a letter from the Fire Marshall regarding the Brewery, but a letter of support is required from the Municipality as well. The Fire Marshall issued an occupancy of 25. Committee agreed to support this application so Staff will forward a letter to the PEI Liquor Control Commission.

63 Keri Drive (PID# 246017 & 653600)

Staff have received documentation from the property owner that gives the Developer authorization to engage with the Town regarding these properties. Staff stated that rezoning will be required if the proposed number of units are to be constructed. Developer is looking to include this rezoning in the Official Plan review but expressed concern that the process was taking longer then expected.

Proposed Right-of-Way Agreement Amendment for 76 W.B. MacPhail Drive

Staff presented a requested change in language in the Right-of-Way Agreement which would “insert a clause to state that the Utility’s consent to a new/intensified use would not be “unreasonable withheld”. It means that the Utility would have to meet a “reasonableness” standard (which is not defined) and would have to justify its basis for objecting to the proposed use”. Committee did not support the proposed change to the wording in the agreement and are concerned that this would allow use other than the personal storage use the property owner applied for. Staff reiterated that any change of use would have to be approved by Council and Council is always expected to be reasonable.

Public Meeting – July 7, 2020

Staff stated that the main concern from the developments presented at the Public Meeting was the Emergency Access for West River Estates. They are still working on an agreement for use of the trail as an Emergency Access.

NEW BUSINESS

Proposed Revisions to Development Permit Application

Staff proposed revising the current Development Permit application to include information for the Municipal Development Permit Record as required by the Province and to simplify the process for applicants. Committee questioned whether there would be input from Developers. A sample of proposed changes was presented to the Committee who agreed it would be more user-friendly for applicants.

The Committee recommends to Council that the Development Permit Application be revised to make the form more user-friendly and reflect changes in circumstance within the Town, provided that all provisions of the Planning Act are met.

42 - 46 Windcrest Drive

Staff received information that both properties are for sale and that 46 Windcrest Drive has received an offer. Councillor Frizzell stated a Resolution has already been passed regarding clean-up of the properties and is wondering why nothing has been done yet. CAO Coady stated that sale of the properties would likely resolve the situation. Committee asked that a deadline of August 19 for compliance by the Estate be set and the status of the issue be reviewed at the next Council meeting.

6 & 8 Keri Drive

Councillor Barnes expressed concern about the property being approved as a duplex but being advertised for rental and renovated as a triplex. Staff stated they visited the location after the approved permit for renovation was completed and it appeared to follow the permit. Committee is concerned that changes were made after the fact to create a dwelling unit in the garage in addition to the owner's living space as it appears to be advertised that way. Committee would like this investigated and to obtain a legal opinion on the situation. Staff will enquire into getting a legal opinion which will be brought forward at the next meeting with an action plan.

OTHER

335 Sunrise Cove

Staff were made aware of a tree cutting application at this property within the Environmental Reserve Zone. The Town needs to be made aware of any activity in the Environmental Reserve Zone according to the Bylaw and ensure there is no construction at the site and has Department of Environment approval.

70 Eagle Drive

Staff received an "after-the-fact" permit application for a swimming pool. An 18% variance would be required to approve the permit. Staff stated that the property is irregularly shaped due to the pumping station and would normally not be an issue. Committee questioned whether there was a fence and Staff stated not yet, but it is a condition of the permit if approved. Staff will be

sending out letters to neighbouring properties as required for variance approval and will bring the issue back to Committee next month.

10 Keri Drive

Staff received a permit application for the construction of a retaining wall for 10 Keri Drive that would assist in improving the grade of the lawn for cutting. The proposed 30-foot wall would encroach 1 foot into Town property next door. Committee asked if there were any other options as other areas may also have the same issue. Staff are concerned that it may create a precedent. Council denied the application as received.

82 Lowther Drive

Staff received an “after-the-fact” permit application for the construction of a pole barn at this property. A 36% variance would need to be granted to approve the application as the barn measures 40’ x 28’ which greatly exceeds accessory building allowances stated in the Bylaw. Staff stated that although the property is zoned PURD, the lot is approximately 6 acres and is more of an agricultural property. Committee agreed and asked if it could be looked at as part of the Official Plan review for possible rezoning. Staff stated they would follow up with the property owner to discuss options.

17 River Point Place

Staff stated that an “after-the-fact” permit application for a structure at 17 River Point Place was received and approved. When the applicant was contacted to inform him that the application has been approved and he was made aware that his \$60 permit fee would be doubled as is policy for “after-the fact” permits, Staff was told they would not be paying anything more than the \$40 application fee and encouraged Staff to bring the issue to Committee. Committee agreed that the outstanding fee of \$80 should be paid. If it is not, the permit cannot be issued, and the property will be noted as non-conformant which could affect further development of the property.

Bylaw – National Building Code

Staff reminded Committee that the National Building Code (NBC) went into effect on February 29, 2020. Staff are exploring options for incorporating a Building Bylaw for the Town to allow the Town to hire a Building Official to enforce the NBC.

Lot 40 – Mercedes Drive

Staff presented images of the newly installed treeline along the parking lot at the multi-unit development on Lot 40. Fencing can be installed once the treeline is approved by the Town as per the Development Agreement. Committee agreed that the tree planting seemed to follow the requirements.

Erin Court

Staff stated they had received an application to subdivide 38-40 Erin Court into two lots and wanted to make Committee aware of the application. More information will be provided at the September meeting.

77 & 81 York Point Road

Staff stated both properties had repeat offenses regarding non-permit pools and have been contacted by the Town. These properties are aware that they are not complying but continue to have their pools. Committee stated that the pool issue needs to be addressed and that perhaps there should be different criteria for temporary pools. It was suggested that it be addressed in the Official Plan review and any pool requirements be advertised to residents prior to pool season next year.

Permit Numbers

Staff presented Development Permit numbers from the same period for 2017-2020. While total Permit numbers have increased this year, Committee noted that single family dwellings have been decreasing while multi-family dwellings are increasing. Committee questioned whether the Spatial Plan was being considered when promoting multi-family dwellings for development and was assured by Staff that it was.

NEXT MEETING

The next regular Planning Board meeting will be Wednesday, September 2nd, 2020 at 4:30 pm.

ADJOURNMENT

Meeting adjourned at 6:35 pm.

Councillor Jill MacIsaac
Chair, Planning Committee

Dean Lewis
Manager, Planning & Development



**TOWN OF CORNWALL
RESOLUTION**

Date: August 19, 2020
COMMITTEE: PLANNING BOARD
MOTION NUMBER: PL 08-2020 ~ Development Permit Application Revision

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Jill MacIsaac**

Seconded by Councillor _____ **Peter Meggs**

RESOLVED:

WHEREAS: circumstances continually change within the Town and amendments to documents and forms may be required from time to time to better meet those changing circumstances,

AND WHEREAS: developing a clear, concise Development Permit Application document that requests information specifically for the intended project will simplify the application process and ensure the necessary information is being provided,

THEREFORE, BE IT RESOLVED: That Council grant approval to revise the current Development Permit Application to create a more user-friendly document, as presented at the Planning Committee meeting on August 5, 2020 and attached to this resolution, which reflects changing circumstances within the Town and meets all provisions of the Planning Act.

TOWN OF CORNWALL

Comparative Income Statement

	Budget 04/01/2020 to 03/31/2021	Actual 04/01/2020 to 08/14/2020
REVENUE		
CIVIC CENTRE REVENUE		
Curling Club Rent	11,040.00	0.00
Other Income(Civic Centre Rental)	3,000.00	0.00
TOTAL: CIVIC CENTRE REVEN...	14,040.00	0.00
PARKS and RECREATION		
Recreation Programs - Winter	50,000.00	264.56
Recreation Programs - Fall	63,000.00	45.00
Recreation Programs - Summer	60,000.00	60,900.84
Recreation Programs - Spring	0.00	37,449.00
Events	7,000.00	400.00
Subtotal Programs	180,000.00	99,059.40
Swimming Lessons	0.00	5,118.50
Pool Programs	12,700.00	2,377.40
Sub-total: Pool	12,700.00	7,495.90
Ball Field Rentals	9,380.00	0.00
Turf Field Rental	28,140.00	1,651.06
High Ropes Lease Rental	3,250.00	0.00
Sub-total: Sport Field Rentals	40,770.00	1,651.06
Grants - Recreation	5,000.00	2,750.00
Grants - Wage Subsidies	70,000.00	46,683.07
Grants- Wage Subsidies Mainte...	20,000.00	0.00
Grants - Recreation Leadership	5,000.00	0.00
Sub-total: Grants	100,000.00	49,433.07
TOTAL PARKS and RECREATI...	333,470.00	157,639.43
OTHER REVENUE		
Municipal property taxes	2,585,210.00	878,068.00
Surplus	413,943.00	0.00
Farm Tax Rebate	0.00	-5,044.80
Equalization Grant	410,279.00	170,949.60
MCEG Grant	140,000.00	4,782.11
Sewer & Water Utility	75,000.00	0.00
Investment Income	500.00	3,619.05
Building Permits & Subdivision fe...	50,000.00	26,658.62
Fines	32,000.00	2,790.99
Miscellaneous Revenue (Bank)	2,000.00	0.00
Miscellaneous Revenue (Town H...	5,000.00	1,344.99
Government transfer for operations	0.00	2,400.00
Government transfers for capital	0.00	342,679.61
TOTAL OTHER REVENUE	3,713,932.00	1,428,248.17
TOTAL REVENUE	4,061,442.00	1,585,887.60
EXPENSE		
SALARIES & BENEFITS		
Salaries	275,068.00	83,292.38
EI Expense	10,380.00	5,751.13
CPP Expense	24,548.00	12,335.60
WCB Expense	6,359.00	0.00
Pension Expense	23,379.00	6,116.40
Medical Expense	15,691.00	5,436.05
TOTAL SALARIES & BENEFITS	355,425.00	112,931.56
ADMINISTRATION		
FCM Annual Meeting	0.00	613.85
Meetings/Events/Newsletter	11,600.00	173.78

TOWN OF CORNWALL

Comparative Income Statement

	Budget 04/01/2020 to 03/31/2021	Actual 04/01/2020 to 08/14/2020
Council Honorariums	62,020.00	14,464.83
Election	7,592.00	0.00
Advertising	4,000.00	428.92
Debit Machine Charges	5,000.00	527.50
Donations	20,000.00	5,550.00
Insurance	36,045.00	46,269.14
OfficeSupplies/Postage/Photoco...	20,000.00	4,093.27
Telephone /Pager/Fax	29,000.00	9,844.55
Training/Development	8,000.00	2,940.48
Travel	1,250.00	109.95
Miscellaneous - Admin.	5,000.00	3,718.74
Staff Fund	0.00	-1,156.19
Interest on Debt Retirement	73,130.00	22,408.34
Capital Debt Total	248,544.00	0.00
Computers	7,500.00	3,383.26
Communities 13 Prop Tax	11,000.00	12,530.86
Communities 13 Capital Fund	15,000.00	15,000.00
TOTAL ADMINISTRATION	564,681.00	140,901.28
RECREATION EXPENSE		
Recreation Programs - Winter	9,300.00	0.00
Recreation Programs - Fall	9,500.00	0.00
APM Center Rental	2,000.00	0.00
Recreation Programs - Spring	0.00	1,450.88
Recreation Programs - Summer	22,500.00	2,629.76
Sub-total: Programs	43,300.00	4,080.64
Terry Fox Sports Complex General	4,500.00	385.00
BallFields	12,000.00	813.47
Volleyball/Basketball	2,500.00	1,045.00
Ballfield Electricity	0.00	220.09
Tree Enhancement Project	1,000.00	105.43
Parks & park equipment mainte...	24,000.00	3,018.44
Parks Property Maintenance	25,000.00	6,515.60
Tools and Supplies	5,500.00	295.53
Cleaning Supplies	0.00	30.83
Sub-total: Parks Maintenance	54,500.00	9,860.40
Youth Centre	8,600.00	0.00
Events	26,500.00	250.48
Pool - Sewer & Water Charges	700.00	0.00
Pool - Chemicals	3,500.00	2,508.22
Pool - Propane	1,200.00	757.30
Pool - Maintenance	1,750.00	0.00
Pool - Swimming Lessons	275.00	0.00
Pool - Programs	275.00	0.00
Pool - Electricity	850.00	0.00
Sub-total: Pool	8,550.00	3,265.52
Go PEI Grant	5,000.00	0.00
Sub-total: Grants	5,000.00	0.00
Training & Development	5,000.00	172.50
Travel	4,000.00	1,142.44
Salaries - Recreation	722,481.00	226,588.42
Benefits	90,608.00	11,927.75
Subtotal Salaries and Benefits	813,089.00	238,516.17
Van	4,500.00	943.64
2011 1 ton Ford Truck	5,500.00	1,224.45
2010 GMC Crew Cab	3,500.00	1,423.82
2008 Ford Ranger Truck	3,000.00	1,173.32
2007 SILVERADO CHEVY TRU...	3,000.00	65.06
2012 Ford F150 Super Cab	3,000.00	1,271.97
Sub-total: Recreation Vehicles	22,500.00	6,102.26
TOTAL: PARKS AND RECREA...	1,011,039.00	265,959.40

TOWN OF CORNWALL

Comparative Income Statement

	Budget 04/01/2020 to 03/31/2021	Actual 04/01/2020 to 08/14/2020
TOWN FACILITIES		
Civic Centre - Electricity	21,000.00	6,096.90
Civic Centre - Heat	9,200.00	861.44
Civic Centre -Maintenance & Re...	21,600.00	8,263.23
Civic Centre - Taxes, sewer & w...	4,500.00	10,521.19
Sub-total Civic Centre	56,300.00	25,742.76
Clubhouse Electricity	7,100.00	1,647.73
Clubhouse Heat	6,700.00	455.60
Clubhouse Maintenance and Re...	15,000.00	4,783.68
Clubhouse Water and Sewer	1,400.00	670.58
Subtotal Clubhouse	30,200.00	7,557.59
Maint. Building Maint. & Repair	10,700.00	958.07
Maint. Building Taxes, Water & ...	3,000.00	4,787.14
Maint. Building Heat	4,500.00	803.05
Maint. Building Electricity	3,900.00	1,137.56
Maint. Building Subtotal	22,100.00	7,685.82
Turf Field - Electricity	4,000.00	722.97
Turf Field - Maintenance & Repair	11,350.00	1,302.21
Sub-Total Turf Field	15,350.00	2,025.18
Town Hall Electricity	20,000.00	5,320.77
Town Hall Maint. & Repair	25,000.00	10,159.42
Town Hall Taxes	21,300.00	23,500.30
Amort. Town Hall	0.00	42.34
Subtotal Town Hall	66,300.00	39,022.83
TOTAL: TOWN FACILITIES	190,250.00	82,034.18
TOWN SERVICES		
Animal Control	11,832.00	4,835.00
Fire Dues	312,656.00	78,164.00
Policing Services	633,005.00	158,937.00
Street Lights	97,000.00	28,676.64
Transit	124,110.00	49,332.65
Watershed Group	4,000.00	4,000.00
Total Town Services	1,182,603.00	323,945.29
PLANNING		
Emergency Measures Plan	5,000.00	900.00
Annual Conference & Membership	4,500.00	0.00
Training & Development	6,500.00	52.00
GIS	3,500.00	1,606.00
Salaries - Planning	168,678.00	66,095.88
Benefits	30,374.00	5,524.47
Sub-total Salaries & Benefits	199,052.00	71,620.35
Travel	3,000.00	123.28
Tools/Equipment	1,000.00	95.70
TOTAL: PLANNING	222,552.00	74,397.33
PROFESSIONAL SERVICES		
Fed.Cdn. Municipalities	1,650.00	0.00
Fed. PEI Municipalities	10,500.00	0.00
Professional Fees -audit/account...	11,500.00	2,362.32
Professional Fees - engineering	5,000.00	3,459.33
Professional Fees -- legal	25,000.00	14,154.63
Professional Fees - other	28,000.00	12,143.82
Information Technology	12,000.00	8,139.22
Engagement	9,000.00	0.00
Bylaw Enforcement	6,240.00	2,160.00
COVID-19	25,000.00	12,942.53
TOTAL: PROFESSIONAL SER...	133,890.00	55,361.85

TOWN OF CORNWALL

Comparative Income Statement

	Budget 04/01/2020 to 03/31/2021	Actual 04/01/2020 to 08/14/2020
PUBLIC WORKS		
Maintenance and repairs	27,500.00	6,466.02
Sidewalk Maintenance	65,000.00	79.97
Grass Cutting Contract	21,954.00	8,399.60
Tools and Supplies	4,000.00	1,098.60
Custodial Supplies	6,000.00	2,126.01
Salaries - Maintenance	179,541.00	58,044.55
Benefits	34,336.00	3,539.88
Sub-total: Salaries & benefits	213,877.00	61,584.43
Taxes	2,000.00	1,748.81
Tractor & trailer operating	2,500.00	2,686.86
Snow Blower	500.00	0.00
2015 Chev Silverado	9,000.00	1,634.95
2015 Lamar Dump Trailer	1,000.00	589.68
Sub-total: vehicle operating	13,000.00	4,911.49
TOTAL: PUBLIC WORKS	353,331.00	86,414.93
TOTAL EXPENSE	4,013,771.00	1,141,945.82
NET INCOME	47,671.00	443,941.78

Cornwall Water and Sewer Utility Corporation

Comparative Income Statement

	Budget 04/01/2020 to 03/31/2021	Actual 04/01/2020 to 08/14/2020
REVENUE		
CURRENT REVENUE		
Rate - Sewer	658,842.00	339,675.38
Rate - Water	644,000.00	319,559.43
Frontage - Sewer & Water	13,000.00	8,322.35
Interest - Sewer & Water	17,000.00	-382.23
Total Sewer & Water Revenues	1,332,842.00	667,174.93
Sewer & Water Inspections	1,500.00	910.00
General Revenue Other	900.00	0.00
Misc. Income	0.00	-0.11
Contributions for Capital	0.00	158,737.04
Previous Yr's surplus	681,970.00	0.00
MCEG Grant	150,000.00	32,112.17
TOTAL REVENUE	2,167,212.00	858,934.03
TOTAL REVENUE	2,167,212.00	858,934.03
EXPENSE		
ADMINISTRATION		
Administrative Fee	75,000.00	0.00
Salaries	331,766.00	69,335.34
Benefits	67,534.00	9,239.15
Debit Machine Charges	5,650.00	1,470.20
Insurance	17,500.00	19,915.50
Memberships	1,500.00	623.70
Equipment	15,000.00	0.00
Interest on Debt Retirement	78,636.00	23,263.24
Sewer Maintenance	60,000.00	12,510.90
Lagoon Maintenance	15,000.00	9,998.40
Water Maintenance	60,000.00	8,841.28
Water Conservation Program	4,000.00	0.00
Water tests & Inspections	15,000.00	2,746.70
Property Taxes	1,720.00	3,456.00
Power - Sewer	94,500.00	29,460.84
Power - Water	56,200.00	17,580.18
Sub-total: Power	150,700.00	47,041.02
Office Supplies	3,000.00	666.44
Postage	9,000.00	3,527.97
Professional Fees -audit/accoun...	9,000.00	0.00
Professional fees - legal	5,000.00	0.00
Professional fees - engineering	15,000.00	1,446.92
Professional fees - other	15,000.00	2,957.00
Professional fees - subtotal	44,000.00	4,403.92
Wellfield Land Purchase	60,000.00	0.00
Training & Development	12,000.00	50.00
Telephone & Pager	5,500.00	1,504.50
2007 Sierra Truck	4,500.00	184.26
2008 Victor Cargo Trailer	1,500.00	230.31
2012 Blower	500.00	0.00
2012 Bushhog	500.00	0.00
2008 4X4Chev Truck(purch. 20...	10,000.00	6,380.00
2018 Ram Truck	5,000.00	1,540.59
Subtotal Vehicles	22,000.00	8,335.16
Capital Debt Total	189,749.00	0.00
TOTAL ADMINISTRATION	1,244,255.00	226,929.42
TOTAL EXPENSE	1,244,255.00	226,929.42
NET INCOME	922,957.00	632,004.61



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Finance/Administration

MOTION NUMBER: F/A-19-2020 Legion “Military Service Recognition Book” Donation

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____

Peter Meggs

Seconded by Councillor _____

Cory Stevenson

Whereas: The Royal Canadian Legion Prince Edward Island Command annually publishes the “Military Service Recognition Book” which recognizes Islanders, including Cornwall residents, who have served in Canada’s wars since 1914;

And Whereas: Funds raised through this publication also assist the Legion in the delivery of its many other ongoing community initiatives;

Therefore, be it Resolved: That the Town of Cornwall purchase a 1/10 page full colour ad, for the cost of \$280 including HST, in the Royal Canadian Legion annual “Military Service Recognition Book”.

Rgd 12.08.20.

**THE ROYAL
CANADIAN
LEGION**



**LA LÉGION
ROYALE
CANADIENNE**

Dear Sir/Madam:

Thank you for your interest in the **Royal Canadian Legion – Prince Edward Island Provincial Command**. Please consider this our written request for your support as per our recent telephone conversation.

Our Provincial Command is very pleased to once again be printing our Annual **“Military Service Recognition Book”** which is designed each year to recognize and honor many of Prince Edward Island’s brave Veterans who have served our Country so well in the past three major world conflicts. (WWI, WWII and the Korean War) This annual publication is scheduled for release by **Remembrance Day 2020** and goes a long way to help our Legion in our role as the **“Keepers of Remembrance”**.

We would like to have your organization’s support, for this important project for the PEI Provincial Command, by purchasing an advertisement space in our **“Military Service Recognition Book”**. Proceeds raised from this annual program will allow us to make this unique publication available throughout the Province, in addition to benefiting the many ongoing community activities of our PEI Provincial Command including **Bursaries, Youth Sponsored Programs** and, of course, our tireless support for **Veterans** throughout Prince Edward Island.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. Your prompt reply is requested as our deadlines are rapidly approaching, and advertisement space is limited. For further information please contact the **Provincial Command Book Office** toll free at 1-855-507-8351.

Thank you for your consideration and/or support.

Sincerely,

A handwritten signature in black ink that reads "Duane MacEwen". The signature is written in a cursive, flowing style.

**Duane MacEwen
President
Royal Canadian Legion – P.E.I. Command**



www.peilegion.com

The Royal Canadian Legion PEI Provincial Command

“Military Service Recognition Book”

Book Advertising Prices

<u>AD SIZE (measurements in inches)</u>	<u>SUB TTL</u>	<u>HST</u>	<u>total</u>
Full Colour Outside Back Cover	\$1,139.13	+ 170.87	= \$1,310.00
Inside Front/Back Cover (Full Colour)	\$1,013.04	+ 151.96	= \$1,165.00
2-Page Full Colour Spread	\$1,800.00	+ 270.00	= \$2,070.00
Full Page (Full Colour) 7x 9.735	\$900.00	+ 135.00	= \$1,035.00
Full Page 7 x 9.735	\$700.00	+ 105.00	= \$805.00
½ Page (Full Colour) 7 x 4.87	\$604.35	+ 90.65	= \$695.00
½ Page 7 x 4.87	\$500.00	+ 75.00	= \$575.00
¼ Page (Full Colour) 3.5 x 4.87	\$352.17	+ 52.83	= \$405.00
¼ Page 3.5 x 4.87	\$300.00	+ 45.00	= \$345.00
1/10 th Page (Full Colour) 3.5 x 1.9	\$243.48	+ 36.52	= \$280.00
1/10 th Page (Business Card) 3.5 x 1.9	\$200.00	+ 30.00	= \$230.00

All typesetting and layout charges are included in the above prices. Electronic ads can be emailed to pecl@fenety.com.

The publication will be printed in an 8" X 10.75" format. All cover spaces should include a ¼" bleed. Acceptable digital formats include: .tiff, .eps, .pdf, .jpg, .bmp. Compatible applications are Illustrator, Photoshop, and Quark Express. Minimum resolution for all digital ads should be 300 dpi. If ad copy is not received by time of print, an ad will be created with the information available to the publisher.

A complimentary copy of this year's guide will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation.



PLEASE MAKE CHEQUE PAYABLE TO:
THE ROYAL CANADIAN LEGION
PEI COMMAND
(RCLPE)
(Campaign Office)
P.O Box 20123,
Charlottetown, PEI C1A 9E3



**THE ROYAL
CANADIAN
LEGION**

**LA LÉGION
ROYALE
CANADIENNE**



www.peilegion.com

Dear Sir/Madam:

Thank you for taking the time to consider our request for your company's support of the **Prince Edward Island Command of The Royal Canadian Legion's "War Time Service Recognition Book"**. Your contribution will assist Provincial Command in its continuing efforts to assist Veterans and their dependants in this Province.

The Royal Canadian Legion on Prince Edward Island, is actively involved in, through P.E.I. Provincial Command and our 19 Branches, the following activities:

- | | |
|----------------------------|--|
| Education: | P.E.I. Command & our Branches actively support higher education by awarding Bursaries to deserving students throughout P.E.I. |
| Community Projects: | Since 1982, the P.E.I. Command, through our Veterans' Memorial Charity Fund , has donated approximately \$500,000.00 to hospitals for equipment purchases. In addition, all our Branches contribute funds to Island hospitals on a continuing basis, as well as the IWK Hospital in Halifax. |
| Track & Field: | The National Legion Track & Field Program is run annually at a cost in excess of \$400,000.00 . It is the only Track & Field program in Canada for youth ages 12-17. |
| Youth Involvement: | The Royal Canadian Legion and its Branches are major supporter of youth sports through sponsorship of various sport teams, hockey, baseball, softball, curling etc. The Legion is also a major sponsor of Sea, Army and Air Force Cadet Corps and Squadrons. |

The **War Time Service Recognition Book Project** is being undertaken to recognize our Island Veterans that served on behalf of our country. A copy of the final project will be supplied to all provincial and school libraries on P.E.I., to be used as an educational tool for our youth.

Thank you for your consideration and/or support.

Sincerely,

**Duane MacEwen
President**



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020

DEPARTMENT: Finance/Administration

MOTION NUMBER: F/A-20-2020 Lebanese Association of PEI

MOTION CARRIED _____

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor _____ **Corey Frizzell**

Seconded by Councillor _____ **Shane McGuigan**

Whereas: On August 4, 2020, a powerful explosion rocked the Lebanese capital of Beirut causing extensive casualties and damage;

And Whereas: The Town of Cornwall is an annual supporter of the Canadian Lebanese Association of PEI;

And Whereas: The Canadian Lebanese Association of PEI has reached out to the Town of Cornwall for a monetary donation to assist in the provision of food, shelter and medical aid to those impacted by this disaster, and the Town of Cornwall desires to assist in those endeavours;

Therefore, be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the Canadian Lebanese Association of PEI for furtherance to the Lebanese Red Cross and other Non Governmental Organizations providing aid in the affected area.

Kevin Coady

From: Canadian Lebanese Association <3f0e97f741bae22b81a5ec625215db58@vendinimail.com>
Sent: August 8, 2020 2:15 PM
To: Kevin Coady
Subject: Lebanon Relief Fund of P.E.I

[View this email in your browser](#)



Lebanon Relief Fund of PEI - a Fundraiser hosted by the Canadian Lebanese Association of Prince Edward Island. We are reaching out to all of you who have supported our Lebanese Levee in the past.

Now more than ever, the Lebanese Community needs your support.

On August 4, 2020, the largest explosion ever on record for this beautiful country occurred in Beirut, in the heart of Lebanon. Thousands

are injured, hundreds are dead, and hundreds of thousands are displaced from their homes.

[DONATE HERE](#)

Please donate today. All amounts are genuinely appreciated. The proceeds from all donations made through Gofundme will be disbursed to the [Lebanese Red Cross](#) and local NGO's operating on the ground. You will continue to receive updates and details.

Together we can help the people of Lebanon with urgent food, medical aid, shelter and try to bring some peace and hope back to this beautiful country.

The [Canadian Lebanese Association of Prince Edward Island](#) (CLA), a non-profitable organization is grieving with heavy hearts due to the loss of many loved ones that have been affected from this tragic explosion.

If you have any questions, please contact the CLA [here](#) or Email us at lebanonreliefpei@gmail.com.

Charitable Tax Receipts are available for your donation.

Thank you for all of your support.

Thank you

Fadi Rashed

President

The Canadian Lebanese Association of Prince Edward Island

Media Links:

[GUARDIAN PEI](#)

[CBC News](#)

Cornwall Summary of Month & Year to Date (April 2020 - March 2021)

<u>Category</u>	<u>Last Month YTD</u>	<u>Jul-20</u>	<u>Yr to Date</u>
By-Law Cases - New	9	4	
By-Law Cases - Closed	4	4	
Humane New	1	3	
Humane Closed	2	3	
Dog Act - New	1	0	
Dog Act Closed	1	0	
Stray Dogs to Shelter	3	1	
Stray Dogs Returned to Owner	2	1	
Stray Cats to Shelter	11	0	
Stray Cats Returned to Owner	-	0	
Community Patrols	21	8	
Licenses Issued	2	1	
For The Record New	-	1	
For The Record Closed	-	1	
Health & Wellness New	3	0	
Health & Wellness - Closed (Bites that break skin)	2	0	
Total	29	0	29

Charges for Boarding of Unclaimed Stray Dogs

Five days @ \$22/ day	0 dogs @ \$100	\$0.00
Euthanasia @ \$75/animal	0 dogs @ \$75	\$0.00
	Total	\$0.00

Cornwall Mayor's Report

July 2020

Traffic Occurrences:

Traffic Collisions:

Cornwall RCMP responded to five motor vehicle collisions with reportable damage.

Collision locations:

- Main Street (3)
- Route 1
- Capital Drive

In addition, Cornwall Members responded to twenty-five traffic complaints, held five Check Stops and issued the following summary offence tickets (SOTS) and warnings:

Summary Offence Ticket:	Total:
Speeding	27
Non-moving	18
Seatbelt	7
Total:	52

Warnings:	Total:
Speeding	3
Total:	3

Provincial Statutes:

Child Welfare Act:

Cornwall RCMP responded to two incidents under the child welfare act. One resulted in a referral to Child and Family the other was unfounded.

Mental Health Act:

Cornwall RCMP responded to eight incidents under the Mental Health Act. Six of the incidents involved further medical follow up the other were deemed unfounded.

911 Act:

Cornwall RCMP responded to four incidents under the 911 act. Three of the calls were misdial's the fourth was actually a civil matter which the caller was educated on the proper use of 911.

Liquor Control Act:

Cornwall RCMP responded to two incidents under the Liquor Control Act, in one incident the individual was gone on arrival and they were not able to locate them. The second incident involved an arrest.

Municipal By-laws Act:

Cornwall RCMP received one call under the Municipal By-Law Act. It involved loud music and fireworks complaint.

Trespass Act:

Cornwall RCMP responded to eleven calls under the Trespass Act. One call resulted in a no trespass order and in the second members spoke to both parties and requested they keep to themselves. The other 9 incidents involved one person in a rash of car break ins.

Off Road Vehicles Act:

Cornwall RCMP responded to one complaint of three ATV's speeding down the road. A patrol was made but they were unable to locate the ATV's.

Quarantine Act:

Cornwall RCMP attended three residences to check to ensure the individuals were complying with the 14-day self isolation requirement. All parties were complying.

Health Act:

Cornwall RCMP received one complaint of two individuals who were supposed to be self isolating but were reported to have company. This was referred to Conservation Officers as was not a police matter.

Criminal Code:

Fail to Comply:

Cornwall RCMP responded to one complaint under this code. The individual was charged for failure to comply with a breathalyser test.

Disturbing the Peace:

Cornwall RCMP responded to one complaint of Disturbing the Peace which turned out to be unfounded.

Crimes Against Persons:

Harassing Phone Calls:

Cornwall RCMP responded to one complaint of Harassing Phone Calls. It involved a former couple. The individual was spoken to and promised to cease communication.

Harassment:

Cornwall RCMP dealt with one complaint of harassment which was deemed as unfounded.

Uttering Threats:

Cornwall RCMP responded to two complaints of Uttering Threats. The first was deemed unfounded. In the second case the individual reported that he was being threatened but refused to give any further information as to who was threatening him or what the threats were.

Crimes Against Property:

Theft Under \$5000:

Cornwall RCMP responded to seven reports of Theft Under \$5000. Five of the incidents had insufficient evidence to proceed. The sixth was a gas drive off where the individual thought the payment had gone through at the pump. The seventh incident was unfounded and involved an elderly person in the early stages of dementia.

Mischief:

Cornwall RCMP responded to twenty-one complaints of Mischief. Eight of the complaints were about fireworks being set off. Members attended but no one knew where they were being set off and they were over when members arrived in the area. Many extra patrols have been made because of the number of complaints but have not yet been able to determine the source. There were two reports of houses being egged. Members attended but there wasn't enough evidence in either case to proceed. One incident of a noise complaint, the members asked the individual to turn down their music and they complied. There were two incidents of vehicles being rummaged through. They were able to provide video footage but the individuals' faces could not be seen and there wasn't enough evidence to proceed. Two files involved a couple fighting with alcohol involved. One of the individuals went to a hotel for the night no charges were laid. One incidence of teens entering a new build house with the doors open. There was no damage or theft so they were just advised to stay off the property. One incident of someone ringing a doorbell at 4AM, previous history so reporting for information. One incident of a neighbor dispute but not criminal in nature. One 911 hang up with a female heard screaming. Immediate patrol was made but there was insufficient evidence for charges. Finally, a son had done damage to his father's house, who wanted charges laid and the son removed. Son was arrested and is awaiting trial.

Fraud:

Cornwall RCMP investigated one incident of Fraud in July. It stemmed from an online transaction but there wasn't enough information to proceed.

Break and Enter:

Cornwall RCMP responded to two reports of Break and Enter, in the first incident an outdoor knob and lock box were knocked off a business door. No entry was made and nothing was stolen. The owner had handled the knob so no evidence to proceed. The second incident was unfounded; a proactive patrol was made.

Common Police Activities:

False Alarms:

Cornwall RCMP responded to seven False Alarm calls.

Suspicious Persons:

Cornwall RCMP received six complaints of Suspicious Persons/Vehicles. Two incidents involved a suspicious person/ vehicle but both were gone on arrival. Not enough evidence to proceed. A third incident involving a large number of youths in vehicles, in a parking lot, were reported to be making noise and racing around. A patrol was made and approximately 12 older youths were spoken to, no one was drinking. They were advised to be respectful. A fourth incident involved a report of an individual driving up and down a road. Vehicle was located and he had been collecting recyclables. Van was full of blue bags. A fifth incident stemmed from a call from a woman saying that someone was knocking on her window at night. A patrol was made but no one was located. The sixth incident was a report of an unknown male on a bike following the person around, several patrols were made but no one was located.

Assistance to the General Public:

Cornwall RCMP responded to five requests for Assistance to the General Public/Agencies.

Criminal Record Checks:

RCMP conducted 17 criminal record/vulnerable sector checks for residents of Cornwall.

MAYOR'S REPORT - Town of Cornwall - July 2020

	2020	2019	YTD 2020	YTD 2019
TRAFFIC OCCURRENCES				
Traffic Collisions	5	6	22	38
Traffic Related	25	28	133	109
Check Stops	5		8	1
Other Criminal Code		1		2
Impaired Operations		6	19	29
Dangerous Operations			3	1
Off Road Vehicles Act	1	1	6	3
Other				
PROVINCIAL STATUTES				
Liquor Act	2		5	1
Fire Prevention Act			3	4
Litter Act				1
Child Welfare Act	2		4	1
Coroner's Act				
Dog Act			2	
Family Relations Act			4	3
Mental Health Act	8	3	23	25
911 Act	4	4	12	19
Trespass Act	11	1	13	6
Municipal By-laws	1		3	9
Quarantine Act	3		9	
Other	1		5	5
FEDERAL STATUTES				
Firearms Act			2	2
Explosives Act				
Youth Criminal Justice Act				
Excise Act				
Other				
CRIMINAL CODE				
Fail to Comply	1	1	7	5
Disturbing the Peace	1	3	9	9
Public Mischief				2
Other				6
NATIONAL SURVEY				
Prisoners Held				
Other				
DRUG ENFORCEMENT				
Trafficking				
Production				
Possession				1
Other				1
CRIMES AGAINST PERSONS				
Sexual Assault		2	2	4
Sexual Offences		1		1
Harassing Phone Calls	1		6	9
Harassment	1		5	7
Uttering Threats	2	1	13	11
Assault		1	11	7
Assault with a Weapon			1	1
Other		1	1	3
CRIMES AGAINST PROPERTY				
Theft Under	7	6	31	64
Theft Over			2	1
Property Obtained by Crime				3
Mischief	21	8	49	46
Fraud	1	1	4	8
Break and Enter	2		6	17
Other				
COMMON POLICE ACTIVITIES				
Index Checks	17	40	174	374
Suspicious Persons	6	7	26	38
False Alarms	7	10	47	73
Items Lost/Found		3	4	9
Assistance General Public	4	4	18	41
Assistance to Other	1	3	16	9
Other			2	
TOTAL	140	142	710	1009
SOTS Issued	52	26	232	103
Warnings Issued	3	4	25	34
Number of Complaints in the Community	123	102	536	666

PEI BYLAW ENFORCEMENT

TOWN OF CORNWALL BYLAW REPORT - Aug 14, 2020.

- Patrolling and monitoring open files.
- Always adding and removing addresses weekly property maintenance bylaw.
- Hand delivered letter to #51 Lakeside for illegal apartment.
- Issued and posted NOV to #27 Ferry Rd. for new front deck without permit.
- Issued and posted NOV to #45 Kellow Dr. for the shed that has no permit.
- Issued and posted NOV to #33 Lacardy for unwanted furniture on the driveway.

Officer - DONNA J JOHNSON - B.Mus.

PEI Bylaw Enforcement

peibylawenforcement@gmail.com

902-218-7045

CORNWALL RIDERSHIP - July 2020

Date	Day	Values		
		Sum of Cornwall Ups	Sum of Cornwall Offs	Sum of Cornwall Ridership
7/1/2020	Wed	15	13	28
7/2/2020	Thu	28	26	54
7/3/2020	Fri	21	18	39
7/4/2020	Sat	12	9	21
7/5/2020	Sun			0
7/6/2020	Mon	21	13	34
7/7/2020	Tue	29	21	50
7/8/2020	Wed	24	16	40
7/9/2020	Thu	27	23	50
7/10/2020	Fri	19	28	47
7/11/2020	Sat	14	9	23
7/12/2020	Sun			0
7/13/2020	Mon	24	26	50
7/14/2020	Tue	17	17	34
7/15/2020	Wed	15	14	29
7/16/2020	Thu	17	15	32
7/17/2020	Fri	18	9	27
7/18/2020	Sat	14	16	30
7/19/2020	Sun			0
7/20/2020	Mon	26	19	45
7/21/2020	Tue	16	15	31
7/22/2020	Wed	19	16	35
7/23/2020	Thu	15	19	34
7/24/2020	Fri	27	21	48
7/25/2020	Sat	11	4	15
7/26/2020	Sun			0
7/27/2020	Mon	12	12	24
7/28/2020	Tue	27	25	52
7/29/2020	Wed	19	22	41
7/30/2020	Thu	24	17	41
7/31/2020	Fri	31	23	54
Grand Total		542	466	1008

Route # 9

CORNWALL RIDERSHIP - July 2020

Day	Values	
	Non Paying	Sum of Cornwall Ridership
Sun		0
Mon	6	153
Tue	2	167
Wed	7	173
Thu	3	211
Fri	3	215
Sat	1	89
Grand Total		22 1008

	2020	2019	2018
Total Ridership	1,030	1,112	1,106
Monday - Friday	919	1,049	1,050
Paying			
Non - Paying	21	63	56
Working Days	23	23	22
Average	41	48	50
Saturday			
Paying	89		
Non - Paying	1		
Working Days	4		
Average	23		

**TOWN OF CORNWALL
PARKS & RECREATION DEPARTMENT
- AUGUST UPDATE-**

Program Update

- Summer Day Camp Programs
 - Fun in the Sun Day Camp continues to operate out of the Cornwall Civic Centre. This month's weekly themes included Holiday Celebrations, Artful Antics, Silly Olympics, and Wacky Science. We have a total of 36 children registered on a full-time basis with an average of 3 – 6 extra participants each week. The children are broken up into 3 different groups, and now each group has their own daily swim time. To date, the Town had 4 Covid – 19 inspections by the Department of Education & Lifelong Learning Board. The reports were all good, except for one report where there was confusion around group swim times. This has been rectified in our latest report.
 - Sports of All Sorts continues to run at the Terry Fox Sports Complex. The program has partnered this month with Basketball PEI, Tennis PEI, and Volleyball PEI. This month also includes an Ultimate Sports Camp Week, where the children participated in a variety of sports including ultimate frisbee, dodgeball, disc golf, etc.
- Other Programming
 - The Department is continuing to offer Outdoor Yoga and Pilates at the Terry Fox Sports Complex. There have been approximately 6- 8 participants in each class. The participants enjoy the facility with the only concern being no indoor facilities for rain days.
 - The Town has been offering GO PEI programming including weekly chair yoga, and the walking club.
- Fall Programming
 - The Department is in the process of putting together the fall programming lineup.

Events

- Due to Covid – 19 there are currently no events occurring.

Facilities

Terry Fox Sports Complex

- Staff worked with the CPHO Office to gain approval to have each component of the Terry Fox Sports Complex treated as separate zones. This required a great deal of in-depth work and required established guidelines for each area. The Town has recently been approved to allow this to occur. If the Town did not receive approval, the maximum number of persons permitted at the entire facility would have been 50.
- Facility bookings are down substantially from previous years. To date there are approximately 217 hours booked.
- The Town received an inquiry from a representative of the Canadian Premier Soccer League about using the facility for approximately 6 weeks to host practices for the 8

teams participating in the league. They had asked that the Town shut down the facility to all other users. Council agreed that they were not interested in closing the facility to other users. This information has been shared with the organizations.

Ball Fields

- CAMBA continues to be the biggest user of the Town's ball fields. The Association had been using the fields mostly for practise and try outs but have recently begun playing games.
- Cornwall & Area Minor Softball utilize the lower ball field at the Terry Fox Sports Complex and the lower York Point field a couple nights per week.

Pool

- The Town opened the pool on June 27th to the public. We have several new protocols in place to protect the safety of users and staff. The bather load has been reduced to only permit 40 users in at a time. All users must sanitize before entering the gated area and everyone must sign in with name and contact number. The pool has been steady with users.
- The Town will begin offering swimming lessons to the general public on July 13, 2020.

Respectfully Submitted
Kim Meunier
Manager Parks & Recreation



TOWN OF CORNWALL

RESOLUTION

DATE: August 19, 2020
DEPARTMENT: PARKS & RECREATION
MOTION NUMBER: PR-06-2020 Parks at Town Hall

MOTION CARRIED _____
MOTION LOST _____

MOTION WITHDRAWN _____

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

Whereas: The Province of Prince Edward Island is constructing a new road connecting Main Street with Lowther Drive, and the construction of this road necessitates that the Town of Cornwall relocate the existing dog park and skate park and playground from that location;

And Whereas: Residents of the Town Hall area desire that these facilities be kept in this area, and the Town of Cornwall Main Street Spatial Master Plan identifies the area around the Town Hall as a “Village Commons” type area to which the continued presence of these facilities contributes;

And Whereas: The Town of Cornwall has considered various locations throughout the community for other potential locations for these amenities;

Therefore, be it Resolved: That the skate park, dog park and playground be located as shown on the drawing prepared by WSP attached to this resolution and as considered at the Committee of Council meeting of August 12, 2020, subject to an agreement with Communities 13 (APM Centre) as required;

And Be it Further Resolved: That as the relocation of the Town Hall driveway is necessary and incidental to the new location of the skatepark and this relocation was unforeseen until this time, that the Province of PEI Department of Transportation, Infrastructure and Energy are authorized to complete the new Town Hall driveway as an extra to the new road construction contract and invoice the Town of Cornwall for that work on a cost recovery basis.



PROPOSED TOWN HALL ACCESS AND SKATE PARK LAYOUT PLAN

DATE:		AUG. 2020	
DRAWN BY:		W.MACLEANE	
APPROVED BY:		S. HAY	
PROJECT No. 201-05485		DRAWING No.	



2 St Peters Road, Charlottetown, PE C1A 5N2
Tel: 902-569-KIDS (5437) Fax: 920-892-5593
Email: info@bbbspei.ca Website: www.bbbspei.ca

Registered Charity No. 11880 8641 RR00001

Town of Cornwall
P.O Box 430
Cornwall, Prince Edward Island CoA 1H0

Monday, August 03, 2020

Dear Town of Cornwall;

Thank you so much for your Bowl for Kids Sake donation! Your support will help provide children in need with mentoring services that have a **transformative effect on young lives**. When a child has a mentor, the odds they will be **emotionally, socially and physically healthy increase dramatically** and when we have healthy young people in our communities, **everyone benefits**.

Our vision is that **all young people reach their full potential**. Your support will help provide mentors for **youth who face adversity** and who are in need of an additional **consistent and supportive developmental relationship**. Mentors **challenge growth, provide support, expand possibilities** and **empower youth to succeed**. By supporting Bowl for Kids Sake 2020, **you enable life-changing mentoring relationships** that **ignite the power and potential of Island youth!**

Sincerely,

A handwritten signature in black ink that reads "Myron Yates".

Myron Yates
Executive Director
Big Brothers Big Sisters of PEI

Official Receipt for Tax Purposes

Big Brothers Big Sisters of Prince Edward Island
2 St Peters Rd, Charlottetown, PE C1A 5N2

Receipt No: 22852

Charity # 11880 8641 RR0001

Donor Name: Town of Cornwall	Date of Donation: 3/9/2020 1:00 AM
P.O Box 430 Cornwall, Prince Edward Island CoA 1H0	Donation Amount: \$200.00
	Non-taxable Amount: \$0.00
Issue Date: August 3, 2020	Eligible amount of Gift for tax purposes: \$200.00

Canada Revenue Agency: www.canada.ca/charities-giving

Authorized Signature

A handwritten signature in black ink that reads "Myron Yates".