

**Cornwall, Prince Edward Island
Council Minutes**

January 17, 2007

The regular meeting of Cornwall Town Council was held in the Council Chambers on Wednesday, January 17th , 2007.

CALL TO ORDER:

The meeting was called to order at 7:30 P.M. by Mayor Patrick MacFadyen.

ATTENDANCE & REGRETS:

Present were: Mayor Patrick MacFadyen, Deputy Mayor Charles Easter; Councillors Marlene Hunt, Kent Lannan, Parker Beer, Irene Dawson, Ernie Gallant; Administrator, Kevin McCarville; Recording Secretary, Tammy Pigott

APPROVAL OF AGENDA:

Councillor Easter moved, Councillor Dawson seconded, that the agenda as circulated prior to the meeting be the agenda.

MOTION CARRIED 2007-01-1425

APPROVAL OF MINUTES OF December 20th 2006 REGULAR MEETING OF COUNCIL:

Councillor Gallant moved, Deputy Mayor Charles Easter seconded that the Minutes of December 20th 2006 be approved as circulated.

MOTION CARRIED 2007-01-1426

BUSINESS ARISING

Councillor Dawson asks for clarification on Transportation Master Plan and the Transit Study. Mayor MacFadyen advised these are two different issues that will be addressed separately.

PLANNING BOARD- DEPUTY MAYOR CHARLES EASTER

Deputy Mayor Easter reports the regular monthly Planning Board meeting was held January 8th, 2007.

Report

Committee members were advised of recent sales and major subdivision activity within the Town. Janice also gave an overview of the importance and purpose of the Transportation Master Plan. A correction to be made in the Planning minutes under recent sales; it is called the Royal Park Motel not the Park Royal.

Resolutions

Deputy Mayor Charles Easter moved, Councillor Kent Lannan seconded,

Be it resolved that Council, in accordance with the Planning Act, appoint Charles Easter as Chair of the Planning Board, Kent Lannan as Council Member of Planning Board, and Doug Aitken as Resident Member of Planning Board.

MOTION CARRIED 2007-01-1427

UTILITY - COUNCILLOR IRENE DAWSON:

Councillor Irene Dawson reports that the regular monthly Utility Committee meeting was held January 9th, 2007.

Reports

Primrose

The Committee was advised the Primrose water system has been shut down as the subdivision is now connected to the main Town water system.

Water Supply Study

The Town is partnering with Stratford and Charlottetown on a regional water supply study. The municipalities are funding 1/3 of the study with the remaining 2/3 being funded from the Capacity Building component of the New Deal money. It is being done by Coles Associates.

Budget

Preliminary budget projections for 2007 were reviewed at this meeting. Two scenarios were outlined, both assuming no rate changes. One proposed maintaining the current amortization period on the \$2.4 million loan, the other scenario to extend the amortization period on the loan from eleven to sixteen years. The bank has indicated this can be done without penalties.

Overdue accounts

Town staff are currently working on the overdue water and sewer accounts.

Resolution

Councillor Irene Dawson moved, Councillor Ernie Gallant seconded,

Be it resolved that Council appoint Ross Barnes as a resident member of the Town of Cornwall Water and Sewer utility Corporation Board of Directors.

MOTION CARRIED 2007-01-1428

Deputy Mayor Easter expresses concerns regarding the complete shut down of the Primrose water system. Councillor Dawson informs council that the lots on either side of the wells have been sold and building permits have been issued. She suggests that Planning and Utility Committees should get together to discuss options.

Deputy Mayor Easter is concerned about extending the \$2.4 million loan over another 5 years; putting this debt onto others down the road. Councillor Dawson points out that this is just one scenario her committee is looking into.

Councillor Marlene Hunt asks what is the cost of the water study. Kevin explains that the proposals were sent out a year ago and the lowest bid was \$60,000. We need to go back and ask if this bid still stands. This cost will be shared by the 3 communities.

TRANSPORTATION AND SAFETY - COUNCILLOR MARLENE HUNT:

Councillor Marlene Hunt reports that the regular monthly Transportation and Safety Committee meeting was held January 9th, 2007.

Report

Chair Marlene Hunt asks Council to submit by March a “wish list” for any priority street lights or signage they wish to have addressed.. The committee also expressed concerns with speeding on the Ferry Road and Lowther Drive. Committee is also looking into lights in Sunrise Cove.

Councillor Dawson asks where signage could be in place for safety issues. Councillor Hunt suggests “Children Playing” or speed sign. Although the committee will not be responsible for putting the signs up; they will be able to make recommendations to the provincial government.

Resolution

Councillor Marlene Hunt moved, Councillor Parker Beer seconded,

Be it resolved that the Town of Cornwall appoint Marlene Hunt and Parker Beer as members of the standing committee in accordance with the Town of Cornwall Emergency Measures bylaw.

MOTION CARRIED 2007-01-1429

Councillor Marlene Hunt moved, Councillor Parker Beer seconded,

WHEREAS the Town of Cornwall and the Town of Stratford are interested in assessing the feasibility of some form of transit system in their respective communities; and

WHEREAS the Town’s have applied for funding from the New Deal Capacity Building Fund to conduct the study; and

WHEREAS a request for proposals was issued for qualified firms to submit proposals to carry out the transit feasibility study; and

WHEREAS proposals were received from the following consultants;

- ? Entra Consultants - \$39,895 excluding GST
- ? iTRANS Consulting - \$39,908 excluding GST
- ? Kenneth F DesRoches - \$19,500 excluding GST

and WHEREAS the proposals were reviewed by a selection committee consisting of Cornwall Councillor Marlene Hunt, Cornwall Councillor Parker Beer, Cornwall CAO Kevin McCarville, Stratford Councillor Diane Griffin, Stratford Transit Committee member Mike Ross and Stratford CAO Robert Hughes; and

WHEREAS the committee determined that the proposal submitted by Kenneth F DesRoches did not meet the requirements of the proposal; and

WHEREAS the remaining two proposals were rated by the selection committee, in accordance with the requirements of the request for proposals, as follows:

Be it resolved that the contract for the Transit Feasibility Study be awarded to iTRANS Consulting, subject to approval of the contract award from the Town of Stratford and subject to the execution of a funding agreement with the Provincial and/or Federal Government.

MOTION CARRIED 2007-01-1430

Councillor Gallant asks for a time line on the study and the if terms of reference could be tabled in the future. Councillor Hunt explains that the study should be finished by the end of May and notes that it is fully government funded. The company they chose is well qualified and the committee is very impressed by them.

Councillor Gallant also asks if the committee could consider the Town's 14 passenger van in this study as well as it is being used for transportation. It would also be an asset to have public input on this matter.

COMMUNITY SERVICES - COUNCILLOR PARKER BEER

Councillor Beer reports that the regular monthly meeting of the Community Services Committee was held January 16th, 2007.

Humane Society Report

Councillor Beer reports the Humane Society patrolled the area 4 times, had no complaints and did not issue any new Cornwall licenses.

R.C.M.P. Report

Cst. Swansburg's report was circulated prior to the meeting. It is noted that numerous check points were held during the holidays; several tickets and warnings were given out as well as one charge of impaired driving. Deputy Mayor Easter is interested in having more detail on the monthly RCMP report regarding traffic.

Request for Proposals

Councillor Beer notes that the Town will be issuing a Request for Proposals for banking services in 2007. Legals services are up for review in 2008, auditing in 2009, and engineering in 2010; inquiries have also been received on our group insurance plan.

Cornwall Civic Centre

The Committee has directed staff to set up meetings with representatives and members of the

Cornwall Curling Club and Cornwall Lions club to discuss the future of the building. The Committee also intends to speak with the Recreation Committee regarding their interest in the property.

Town Hall

It is noted that there are a number of deficiencies still to be addressed, most of which are minor in nature. Also, the Town has applied and is waiting for word on our CBIP application. This may realize up to \$50,000 towards the capital cost of the building.

Committee agreed to continue with having a staff person in the building while the library is open. Janitorial duties have been scheduled around the library hours. The Committee has decided to make the Community room available to rent Tuesday and Wednesday evenings as the library is open at this time. The rental fee will be \$35.00 per night.

Councillor Kent Lannan questions if there has been any interest in renting the Civic Centre. There has been one proposal but the Committee is not ready to make any decisions at this time.

Deputy Mayor Easter expresses concerns regarding the cost to maintain the Civic Centre.

Councillor Gallant notes that although it would be nice to unload the debt, it is a valuable piece of property and should be looked into more before getting rid of it.

Councillor Gallant is concerned that the \$35 fee for renting the community room in the Town Hall may not be adequate; factors such as staff time for set up and cleaning, etc should be taken into consideration before the fee is decided. It is noted by all that it should be in line with other such rooms within the community. Councillor Hunt mentions that it should be reasonable as it was built with resident's tax dollars.

Mayor MacFadyen asks why the Committee is looking to name the community room in the new Town Hall. Councillor Dawson explains the committee believes it would simply help to identify it from the other rooms.

PARKS & RECREATION - COUNCILLOR KENT LANNAN

Councillor Kent Lannan reports the regular monthly meeting was held January 10th, 2007.

Ball field

Councillor Lannan informs council of a Capital Project to build a Canada Games baseball field beside the turf fields. Cornwall minor ball is growing and in need of new fields, also to replace the one that was lost when the new turf field was built. The Committee is meeting with the minor ball association and discuss options and funding (Canada Games & MRIF).

Poolside Park

The pool needs \$25,000 of repairs to operate this coming year. The committee is researching costs of a new pool; one quote was received at \$300,000. Poolside Park has been a great benefit to the residents. These issues to be taken to finance.

Recreation Program Software

The recreation department is looking into a computerized software system to track programs and payments. This will allow staff to keep better records and make it easier for residents to sign up for recreation programs; the cost of the software is \$125 a month.

Van

The signage has been added to the van and is a great advertisement for the town. Cornwall seniors and teens are putting this to great use.

Wheelchair lift

A new wheelchair lift has been installed in the downstairs washroom at the Ferry Road Centre. The cost of this lift was \$2800, of which Active Living put in \$1000 and Cornfest raised \$1800.

Winter Blast 2007

This event was very popular and turned out to be a great success. The recreation staff was on hand and there was a lot of advertising of our programs.

Valentine's Bake off and Auction

Valentine's event set to take place on February 11th, Community room of town hall. All council members are urged to participate.

Turf Fields

Eliot River Ramblers Soccer Club have put forth a rental proposal for the 2007 season. They are the largest users and some changes are to be made before this agreement is finalized. One issue to be discussed is having one staff person for supervision of the fields and the canteen for the soccer club; committee is looking into a grant for this position.

Trail Development

The Committee has received a request for trail development in the Bonavista Drive area. The recreation department to follow up.

Councillor Gallant inquires about the rental cost to the ER Soccer club for the turf fields. Councillor Lannan breaks down the rental cost; regular rate is \$50 per hour and the Ramblers proposed rate is \$40 per hour. These rates are in sync with UPEI. These rates can be discounted depending on the group and the usage.

Deputy Mayor Easter asks if the proposed new ball field is a baseball or softball field. Councillor Lannan notes it will be built as a baseball field but can be used for both.

Deputy Mayor Easter asks if the new pool, if built, would be a seasonal or year round pool. Councillor Lannan explains that the \$300,000 is for construction of new pool, upgrade to shower areas, water supply and demo of old pool. He also informs Council that the operating times and costs for a new pool should be the same. The committee is also looking at relocating the pool depending on what happens with the Civic Centre.

Councillor Gallant asks for more information on the recreation software and what steps were taken in this decision. Councillor Lannan notes that staff have done the research and have also checked with Stratford and Charlottetown as to what they are currently using. This program was the most feasible for the Town.

Councillor Dawson added that the Spirit of Christmas awards have been given out this week; these awards were hand delivered as they were not ready to be presented at Winter Blast. Councillor Dawson suggests perhaps a collage of the winners to be sent out as a press release.

Deputy Mayor Easter asks for clarification on the turf field proposed agreement with The Eliot River Ramblers soccer regarding the maintaining of fields. Councillor Lannan explains that the committee is looking into an agreement with The Eliot River Ramblers soccer that our staff maintain all the fields in exchange for the use of the clubhouse/washroom facilities. He suggests this will benefit the town as it will help establish a strong relationship with the club. Concerns raised with town staff working on fields outside of the town limits (New Haven field). This year will be a trial year and the proposal is not worked out completely.

Deputy Mayor Easter also raised concerns of purchasing the mini nets for the soccer fields.

Councillor Lannan notes that this allows us to provide a service to players of all ages as well as larger groups and in the end will allow for more rentals.

FINANCE & ADMINISTRATION - COUNCILLOR ERNIE GALLANT

Councillor Ernest Gallant reports the regular monthly meeting was held January 4th, 2007.

Report

The committee was provided with a general overview of Town finances and addressed several issues.

Line of Credit

Councillor Gallant informs council that the committee has agreed to increasing the Town line of credit to finance current operations; until such time as the Town receives the GST rebate and final grant on the turf fields.

Budget

Councillor Gallant asks that all committees have their detailed requests submitted by January 25th, 2007.

Donations

Councillor Gallant announces that the committee wishes to wait until the 2007 budget is approved before making any further commitments for donations; however the committee will be contributing to the School Breakfast program at this time.

Councillor Gallant moved, Deputy Mayor Easter seconded,

Be it resolved that the Town of Cornwall contribute \$500.00 to the East Wiltshire and \$300.00 to the Westwood/Eliot River school breakfast programs.

Councillor Dawson raised concerns over the decrease in the amount given to the breakfast programs and suggests that the full amount be given now. After much discussion all Councillors agree to the importance of this donation and agree to amend the motion

Councillor Dawson moved, Councillor Beer seconded, that Council amend the original motion by adding the words "and that this amount be revisited in March 2007".

MOTION CARRIED 2007-01-1431

Councillor Dawson moved, Councillor Beer seconded,

Be it resolved that the Town of Cornwall contribute \$500.00 to the East Wiltshire and \$300.00 to the Westwood/Eliot River school breakfast programs and that this amount be revisited in March 2007.

MOTION CARRIED 2007-01-1432

Councillor Gallant moved, Deputy Mayor Easter seconded,

Be it resolved that the Town of Cornwall allocate the \$26,029 received through insurance to a reserve account for the purchase of a new truck.

Truck

Councillor Gallant explains that the money received from the insurance claim should be put aside in a reserve account when the books close at year end. so that the funds will be used for the purchase of a replacement truck Maintenance and recreation staff to discuss and decide on the type and time to purchase a vehicle.

MOTION CARRIED 2007-01-1433

Councillor Gallant moved, Deputy Mayor Easter seconded,

Be it resolved that the Town of Cornwall borrow \$ 550,000 from the National Bank of Canada locking the rate in for 7 years at 5.226% with a 15 year amortization period.

MOTION CARRIED 2007-01-1434

COMMUNICATION - MAYOR MACFADYEN

Deputy Mayor Easter moved, Councillor Ernest Gallant seconded,

Be it resolved that the Town of Cornwall appoint David MacPhail and Mike Ives as members of the Cornwall Business Park Board of Directors.

MOTION CARRIED 2007-01-1435

Note: Mayor MacFadyen has already appointed Deputy Mayor Easter to the Cornwall Business Park Board of Directors.

Deputy Mayor Easter moved, Councillor Ernest Gallant seconded,

Be it resolved that the Town of Cornwall, in accordance with Section 94 of the Charlottetown Area Municipalities Act, will meet as a Committee of the Whole.

MOTION CARRIED 2007-01-1436

Mayor MacFadyen would like to thank council for addressing their questions to the chair of the committees.

Mayor MacFadyen reports that the town website is currently being updated with more changes to come. He is also looking into a proposal for a Town of Cornwall brochure for future residents and businesses. He is working to have more information ready prior budget time.

Mayor MacFadyen is pleased with the turn outs to the committee meetings. He reminds Councillors that they are welcome to join all committee meetings, noting they are there as an observer, not members.

OTHER BUSINESS:

Mayor MacFadyen has decided to open the floor to residents prior to ending Council meetings. Council and staff have made some suggestions on this and it will be discussed further on how this should be entertained at future meetings.

ADJOURNMENT

The meeting adjourned at 9:20 PM by Mayor Patrick MacFadyen on motion of Councillors Gallant and Beer.

PATRICK MACFADYEN
MAYOR

KEVIN MCCARVILLE
ADMINISTRATOR