



**PRESCOTT TOWN COUNCIL
MINUTES**

**Tuesday, February 21, 2017
6:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Fraser Laschinger, Lee McConnell, Mike Ostrander, and Ray Young.

Staff Pierre Mercier, CAO, Dan Beattie, Director of Public Works & Infrastructure, Kimberley Casselman, Director of Administration/Clerk, and Lindsey Veltkamp, Corporate Services Administrative Assistant.

1. Call to Order

Mayor Todd called the meeting to order at 6:30 p.m.

2. Approval of Agenda

Motion 27-2016: Young, Ostrander

That the agenda for the Council Meeting of February 21, 2017, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations

4.1 Ontario Heritage Week - Councillor Laschinger

Councillor Laschinger spoke to Ontario Heritage Week, a week for communities across the province to celebrate heritage. He stated that next year would mark the 39th anniversary of the Forwarders' Museum. He presented two recently acquired artifacts from the Forwarders' Museum, a stoneware crock, and a poster of the Aquitania which had hung in the Daniel's hotel. He spoke to the artifact's connections to Prescott. Councillor Laschinger mentioned that the museum is always looking for more donations of artifacts.

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 Regular Council Minutes - January 23, 2017

Motion 28-2017: McConnell, Ostrander

That the Council minutes of January 23, 2017, be accepted as presented.

Carried

7. Communications & Petitions

7.1 Action Items – None

7.2 Information Items (under separate cover)

Motion 29-2017: Ostrander, McConnell

That the information items under separate cover be received and filed.

Carried

1. Prescott Fire Department 2016 Summary
2. Ministry of Agriculture, Food and Rural Affairs letter re: Rural Economic Development (RED) Program
3. Town of Atikokan resolution re: Property Taxation for Railway Right-of-Ways
4. City of Owen Sound resolution re: Gas Tax Funding Formula
5. County of Prince Edward resolution re: Pupil Accommodation Review Guideline
6. County of Prince Edward resolution re: Stay of Execution on the Accommodation Review Process
7. City of Hamilton resolution re: Guidelines for Ward Boundary Reviews
8. Town of New Tecumseth resolution re: Municipal Fire Department Infrastructure
9. Municipality of Port Hope resolution re: Municipal Fire Department Infrastructure
10. Municipality of Thames Centre resolution re: Municipal Fire Department Infrastructure
11. Township of Montague resolution re: Ontario Electrical Bills
12. Township of Montague resolution re: Internet Connectivity in Ontario Libraries

Councillor Ostrander spoke to Item # 7, #8, and #9. Discussion was held regarding contacting the CAO of Belleville and reporting back regarding the issue.

Councillor Jansman spoke to Item # 3. Staff was directed to report back with the cost of maintenance.

8. Committee Reports

8.1 Committee of the Whole Report 03-2017 - February 6, 2017

a. Committee of the Whole minutes dated February 6, 2017

Motion 30-2017: Young, Ostrander

That the Committee of the Whole minutes dated February 6, 2017, be accepted as presented.

Carried

8.2 Committee of the Whole Report 04-2017 - February 13, 2017

a. Committee of the Whole minutes dated February 13, 2017

Motion 31-2017: Burton, Ostrander

That the Committee of the Whole minutes dated February 13, 2017, be accepted as presented.

Carried

9. Mayor

Mayor Todd spoke to a recent discussion at a Joint Services meeting regarding the sale of social housing in Prescott. He stated that this had been an ongoing process and that Prescott has a greater share of social housing in Leeds and Grenville than its population warrants.

Mayor Todd wished to thank Virginia Adams, Katie Allard, and Kaitlin Mallory for helping to organize the candle vigil in memory of the victims of the Quebec mosque attack. He thanked his wife, Lori, for delivering a message on his behalf.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to the recent fire anniversaries and congratulated Doug Gallagher (1 year), Scott Stephenson (1 year), Gavin Sheridan (1 year), Tim Markus (1 year), George Prosser (36 years), and Chief Fire Prevention Officer Brent Norton (36 years). She spoke to her attendance at the Brockville and District and South Grenville Chamber of Commerce "Business After Five" event on February 16. She spoke to the upcoming Business Showcase and Expo, and the Taste of Prescott event being held on

June 16. Councillor Burton also referenced an upcoming adult co-ed hockey tournament on March 18.

Councillor Jansman spoke to her attendance at the Board of Health meeting on February 16 and also spoke to the upcoming fundraiser for Matthew Markel on February 25 at Boomer's Sports Bar and Grill.

Councillor Laschinger spoke to his attendance at the candle vigil on January 31, Loyalist Days working group meetings on February 1 and February 16, Upper Canada Village meeting on February 14, and the St. Lawrence Shakespeare Festival's annual Snowflake Dinner and Auction on February 18.

Councillor McConnell spoke to his attendance at the St. Lawrence Shakespeare Festival's Snowflake Dinner and Auction on February 18, the Prescott Library Board's meeting on February 21, and the St. Lawrence Lodge's special board meeting. He stated that the board had passed the budget for 2017. He also reminded residents that taxes are due February 28.

Councillor Ostrander spoke to his attendance at the Brockville and District and South Grenville Chamber of Commerce "Business After Five" event and the South Grenville Chamber's meeting on February 16. He spoke to the Chamber's upcoming Golf Tournament at the Prescott Golf Course on May 26.

Councillor Young spoke to the Prescott Fire department summary for 2016 and to the recent resignation of Ian Kijewski. He wished to thank Mr. Kijewski for his years of service.

11. Staff

11.1 Employee Code of Conduct

Motion 32-2017: Jansman, Burton

That the Employee Code of Conduct be approved and implemented.

Carried

Pierre Mercier, CAO, spoke to the process. He thanked Councillor Jansman for her help and spoke to the changes made.

Discussion was held regarding the changes, the procurement policy, and the Integrity Commissioner.

11.2 Staff Report 06-2017 - Update on Wiser Hall

Motion 33-2017: Ostrander, McConnell

That Council receive this report for information.

Carried

Pierre Mercier, CAO, spoke to the report and stated that the OMB had written the applicant for the Wiser Hall condominium development requesting an update on the status of the application and that the OMB was looking for a final decision by February 27. He stated that he had met with the developer and there were no changes to the site plan other than the addition of a fire escape. Mr. Mercier stated that he had met with all three appellants to review the plans to ensure they agreed, and that the site plan will be submitted to Council for final approval at the March meeting.

Discussion was held regarding the maintenance and care of the outside of the building, the timeline to complete the development, and the site plan staying with the property, not the owner.

11.3 Fort Town Night Run - Verbal Update

Dan Beattie, Director of Public Works & Infrastructure, provided Council with an update on the Fort Town Night Run. He stated that he had met with the organizer, Mr. Larose, to discuss details, the plan going forward, obtaining insurance, and changes to the route.

Discussion was held regarding the Historical Society and providing possible funding through community grants offered by the Town.

12. Resolutions

12.1 Downtown Prescott BIA Appointments

Motion 34-2017: Burton, Ostrander

That Council appoint Laverne Johnson, Tracey Young, and Sue Torrance to the Downtown Prescott BIA Board.

Carried

12.2 Prescott Heritage Committee Appointment

Motion 35-2017L Laschinger, Burton

That Council appoint Tom Van Dusen to the Prescott Heritage Committee.

Carried

Councillor Laschinger spoke to the appointment.

12.3 St. Lawrence Shakespeare Festival - Letter of Credit Request

Motion 36-2017: Laschinger, Burton

That the Mayor and CAO be directed to sign an application for a Letter of Credit in the amount of \$46,500 for the St. Lawrence Shakespeare Festival.

Carried

Councillor Laschinger spoke to the motion. He stated that due to the third production, the Letter of Credit amount was higher than in previous years.

13. By-laws

13.1 Council & Committee of the Whole Meeting Time Change

Motion 37-2017: McConnell, Ostrander

That By-Law 07-2017, being a by-law to amend By-law No. 42-2014, being a by-law to govern the proceedings of Council and its Committees, be read a first and second time.

Carried

Motion 38-2017: McConnell, Ostrander
That By-Law 07-2017, being a by-law to amend By-law No. 42-2014,
being a by-law to govern the proceedings of Council and its Committees,
be read a third time, passed and signed by the Mayor and Clerk.

Carried

Councillor McConnell provided background on the by-law.

13.2 Transfer Payment Agreement - Loyalist Days 2017

Motion 39-2017: Jansman, Laschinger
That By-Law 08-2017, being a by-law to authorize a Transfer Payment
Agreement between Her Majesty The Queen in Right of Ontario and the
Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 40-2017: Jansman, Laschinger
That By-Law 08-2017, being a by-law to authorize a Transfer Payment
Agreement between Her Majesty The Queen in Right of Ontario and the
Corporation of the Town of Prescott, be read a third time, passed and
signed by the Mayor and Clerk.

Carried

Councillor Laschinger spoke to the agreement. Mayor Todd spoke to the funding and thanked Katie Allard for her work on the grant.

14. New Business

Discussion was held regarding the total amount of calls in the Prescott Fire Department 2016 Summary.

15. Notices of Motion - None

16. Mayor's Proclamation - None

17. **Period for Media Questions** - None

18. **Closed Session** - None

19. **Rise and Report** - None

20. **Confirming By-Law – 09-2017**

Motion 41-2017: Ostrander, Young

That By-Law 09-2017, being a by-law to confirm the proceedings of the Council meeting held on February 21, 2017, be read a first and second time.

Carried

Motion 42-2017: Ostrander, Young

That By-Law 09-2017, being a by-law to confirm the proceedings of the Council meeting held on February 21, 2017, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. **Adjournment**

Motion 43-2017: Burton, Ostrander

That the meeting adjourn to Monday, March 27, 2017 at 6:30 p.m.

(Time: 7:50 p.m.)

Carried

Original signed by

Original signed by

Mayor

Clerk