



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, March 26, 2018
6:30 p.m.
Health Centre Meeting Room
555 King Street West
Prescott, Ontario**

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

Staff Pierre Mercier, CAO, Matthew Armstrong, Treasurer, Dan Beattie, Director of Public Works & Infrastructure, Kimberley Casselman, Director of Administration/Clerk, Katie Allard, Tourism & Recreation Coordinator, Jessica Crawford, Accounting Clerk, and Lindsey Veltkamp, Executive Assistant, Corporate Services.

1. Call to Order

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

2. Approval of Agenda

Motion 55-2018: Ostrander, Young

That the agenda for the Council meeting of March 26, 2018, be approved as amended.

Carried

The agenda was amended by removing the following:

1) Under Item # 8 – Committee of the Whole Report 05-2018 – March 12, 2018

8.2 b) – Lanark Leeds and Grenville Addictions and Mental Health Service Lease.

3. Declarations of Interest - None

4. Presentations

4.1 Detachment Commander June Dobson - Grenville OPP

Detachment Commander June Dobson spoke to the 2017 Police Services Board & Council – Annual Report. She thanked the Police Services Board, Mayor, and Council for their support. She referenced the priorities for 2017-2019, the success of the Elder Abuse Awareness Day, and the upcoming Domestic Violence Awareness Day.

Mayor Todd recognized the Police Services Board Chair, Stan Kijewski, and citizen member Norm Thomas, and thanked them for their services.

Discussion was held regarding fraud of elders, gang activity in Prescott, legalization of marijuana, traffic initiatives, and distracted driving campaigns.

5. Delegations - None

6. Minutes of the previous Council meetings

6.1 Regular Council Minutes - February 26, 2018

Motion 56-2018: Burton, Laschinger

That the Council minutes of February 26, 2018, be accepted as presented.

Carried

6.2 Special Council Minutes - March 5, 2018

Motion 57-2018: Young, Ostrander

That the Special Council minutes of March 5, 2018, be accepted as presented.

Carried

7. Communications & Petitions

7.1 Action Items - None

7.2 Information Items (under separate cover)

Motion 58-2018: Laschinger, Burton

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

Carried

1. Prescott Fire Department Report – January & February 2018
2. Prescott Police Services Minutes – February 2018
3. Prescott Cemetery Board 2017 Annual Report
4. South Grenville Chamber of Commerce Funding Request
5. South Grenville District High School letter re: Literacy Test Scribe Volunteers
6. Ministry of Ontario – Drinking Water Systems – Annual Report
7. Fort Wellington Media Release re: Fort Restoration Work
8. St. Lawrence Rideau Immigration Partnership – letter re: We are Neighbours
9. United Counties of Leeds & Grenville Media Release
10. Ministry of Seniors Affairs letter re: 2018 Senior of the Year Award
11. MPP Sylvia Jones letter re: Asset Management Plans
12. Township of South Stormont resolution re: Landfill Projects
13. Township of South Stormont resolution re: Ontario Building Codes Legislation
14. County of Renfrew resolution re: Forest Sector
15. City of Hamilton resolution re: Offering School Property to Municipalities

Mayor Todd spoke to Item #4 - South Grenville Chamber of Commerce Funding Request.

Councillor McConnell spoke to Item # 6 – Ministry of Ontario – Drinking Water Systems – Annual Report, and Item # 15 – City of Hamilton resolution re: Offering School Property to Municipalities and asked for a committee report back on this issue.

Councillor Laschinger spoke to Item # 6 – Ministry of Ontario – Drinking Water Systems – Annual Report, and Item # 3 – Prescott Cemetery Board 2017 Annual Report.

Councillor Jansman spoke to Item # 8 – St. Lawrence Rideau Immigration Partnership – letter re: We are Neighbours, Item # 10 – Ministry of Seniors Affairs letter re: 2018 Senior of the Year Award, and Item # 11 – MPP Sylvia Jones letter re: Asset Management Plans.

Mayor Todd spoke to Item # 7 – Fort Wellington Media Release re: Fort Restoration Work.

Motion 59-2018: Young, Burton

That Council approve a \$500.00 donation to the South Grenville Chamber of Commerce for their 125th Anniversary event.

Carried

8. Committee Reports

8.1 Committee of the Whole Report 04-2018 - March 5, 2018

a. Committee of the Whole minutes dated March 5, 2018

Motion 60-2018: McConnell, Ostrander

That Committee of the Whole minutes dated March 5, 2018, be accepted as presented.

Carried

b. Town of Prescott Recreation Master Plan

Motion 61-2018: Burton, Laschinger

That Council adopt the Town of Prescott Recreation Master Plan.

Carried

Discussion was held regarding the Recreation Master Plan, survey results, and getting an accurate number on which facilities are being used by residents outside of Prescott.

Pierre Mercier, CAO, spoke to the regional aspect of the plan, and the potential for future negotiations with other municipalities.

c. 2018 Community Grant Application Program

Motion 62-2018: Jansman, Burton

That Council approve that the 2018 Community Grant allocation be set at \$59,500 with an initial allocation as set out in Schedule A of this report.

Carried

Councillor Jansman spoke to the work of the working group and Treasurer. She stated that letters would be sent out to the applicants receiving funding.

8.2 Committee of the Whole Report 05-2018 – March 12, 2018

a. Committee of the Whole minutes dated March 12, 2018

Motion 63-2018: Young, Ostrander

That the Committee of the Whole minutes dated March 12, 2018, be accepted as presented.

Carried

b. Lanark Leeds and Grenville Addictions and Mental Health Services Lease

Pierre Mercier, CAO, stated that Lanark Leeds and Grenville Addictions and Mental Health Services had found a new location and that a motion was no longer required.

c. Town Hall Asbestos Abatement

Motion 64-2018: Jansman, Burton

That Council direct staff to proceed with the asbestos abatement at an estimated cost of \$295,000.

Carried

Pierre Mercier, CAO, stated that staff was waiting for costing and a contract would be put in place for the abatement.

Discussion was held regarding the timeline, preserving heritage items located on the second floor, legislation regarding asbestos abatement, and the floorplan of the second floor once the abatement is complete.

d. Town Hall Third Floor Renovations

Motion 65-2018: Jansman, Laschinger

That Council direct staff to continue with the move of municipal offices to the third floor of Town Hall at an upset limit of \$80,000.

Carried

Pierre Mercier, CAO, spoke to the renovations. He stated that work had begun on the third floor and that the majority of the work would be handled internally.

e. Prescott-Ogdensburg Bicycle Ferry

Motion 66-2018: Ostrander, Young

WHEREAS successful economic development relies on local as well as regional initiatives; and

WHEREAS tourism and active transportation can be considered important elements of any economic development strategy; and

WHEREAS Prescott's location as a border community facilitates international cooperation with our regional neighbours in the United States; and

WHEREAS the City of Ogdensburg and the State of New York Senator's office have expressed an interest in working with the Town of Prescott on an international pedestrian and bicycle ferry;

THEREFORE BE IT RESOLVED that Council direct the CAO to apply for grants which would enable the development of a feasibility study for the possible development of an international pedestrian and bicycle ferry service; and

BE IT FURTHER RESOLVED that Council approve that \$15,000 from the Planning Reserve be committed as a 50% contribution to

the cost of retaining professional consulting services for the development of the feasibility study.

Carried

Discussion was held regarding similar studies being conducted in the past, ensuring the town was not committed to funding for the ferry, the tourism aspect of the project, and improving existing cross border relations. Mayor Todd stated that Ogdensburg City Council would be considering this item on April 9th and that everyone on Council was welcome to attend.

9. Mayor

Mayor Todd spoke to the success of the Leo Boivin Showcase hockey tournament held on March 22-25 and referenced his attendance at a workshop held Tuesday, March 20, with the Safe Corridor Working Group.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to recent Fire Department anniversaries (Tim Markus – 2 years, Scott Stephenson – 2 years, Gavin Sheridan – 2 years, Chris Veltkamp – 5 years, John Henry – 7 years, Brent Norton – 37 years, George Prosser – 29 years), and the upcoming Prescott Legion Easter Fun Day celebration being held on March 31. She thanked everyone involved with the recent Leo Boivin Showcase hockey tournament.

Councillor Laschinger spoke to his attendance at the Mayor's Breakfast held on March 2. He referenced provincial funding received by the St. Lawrence Shakespeare Festival, and the upcoming Tudor Fest to be held in late July.

Councillor McConnell spoke to his attendance at the Prescott Library Board meeting held on March 20, and upcoming St. Lawrence Lodge board meeting to be held on March 27.

Councillor Ostrander spoke to a recent South Grenville Chamber of Commerce meeting he was unable to attend.

Mayor Todd spoke to an upcoming St. Lawrence Corridor Economic Development commission meeting being held on April 10.

11. Staff

11.1 Staff Report 12-2018 - Proposed Draft Community Improvement Plan

Motion 67-2018:

That Council direct staff to undertake the required regulatory consultation program leading to the adoption of the amended Community Improvement Plan.

Carried

Pierre Mercier, CAO, spoke to a PowerPoint presentation. A copy of the presentation is held on file. Mr. Mercier spoke to the incentives, highlights, and four districts included in the draft Community Improvement Plan.

Discussion was held regarding heritage properties, funding allotment, next steps, hotel lands, and tax relief.

11.2 Staff Report 13-2018 - Statement of Remuneration and Expenses - Members of Council 2017

Motion 68-2018: Jansman, Laschinger

That Council receive this report for information as the annual disclosure of 2017 remuneration and expenses paid to members of Council, as per Section 284 of the Municipal Act.

Carried

Discussion was held regarding a Council Expense policy and use of the Town vehicle by Council members.

Council recessed at 8:27 p.m.

Council reconvened at 8:36 p.m.

11.3 Staff Report 14-2018 - 2018 Operational & Water/Wastewater Budget

Motion 69-2018: Jansman, Burton

That the 2018 Operational and Water/Wastewater Budget be approved by Council.

Carried

Councillor Jansman clarified that there was no proposed increase to water and wastewater rates for 2018.

Matthew Armstrong, Treasurer, spoke to the report. He spoke to the property tax levy increase of 1.75%, financial implications, and summarized the 2018 operational budget.

11.4 Staff Report 15-2018 - 2018 Capital and Operational Project Plan

Motion 70-2018: Jansman, Laschinger

That the 2018 Capital and Operational Project Plan be approved by Council.

Carried

Matthew Armstrong, Treasurer, spoke to the project highlights.

Discussion was held regarding the timeline for the scuba diving platform, the Town owned greenhouse, the asset management plan, and upgrades to Walker House. Further discussion was held regarding the option of a community hub on the second floor of Town Hall, the status of the installation of the traffic lights downtown, the status of the discussion between staff and Kriska Transport regarding the ball fields, and the Recreation Master Plan.

11.5 Staff Report 16-2018 - 1% Property Tax Increase Dedicated to Infrastructure

Motion 71-2018: Jansman, Laschinger

That Council approve a policy which would see a 1% yearly increase to property taxes starting in 2018, which increase would flow to a reserve fund dedicated to infrastructure asset renewal and improvement.

Carried

Matthew Armstrong, Treasurer, spoke to the report.

Discussion was held regarding the increase in property taxes over time and aging infrastructure.

12. Resolutions - None

13. By-laws - None

14. New Business – None

15. Notices of Motion

Councillor McConnell introduced the following Notice of Motion:

WHEREAS public libraries provide safe, inclusive, and vibrant community hubs where residents of all backgrounds are welcome to learn, work, connect, and collaborate; and

WHEREAS the Prescott Public Library actively partners with the community to deliver valued services and contributes to a culture of social good by sharing knowledge and resources; and

WHEREAS the Prescott Public Library continues to evolve its services to meet the changing needs of a growing community, including a new generation of residents who think, learn, read, and collaborate in new ways; and

WHEREAS the Prescott Public Library continues to manage public resources with the utmost care and are committed to the sustainability of their services in a context of increased use and reduced resources; and

WHEREAS the Prescott Public Library continues to deliver services that support provincial initiatives, such as poverty reduction, lifelong learning and skill development, local economic development, health literacy, and provides equitable access to provincial government web sites and services; and

NOW THEREFORE the Town of Prescott urges the Province of Ontario to recognize the contribution of local libraries within their communities and to cease the 20 year budget freeze to local public libraries in an acknowledgement to the services they offer to all residents; and

NOW THEREFORE the Town of Prescott urges the Province of Ontario to reinstate adequate and appropriate funding for local public libraries, increasing each year going forward in line with the consumer price index; and

NOW THEREFORE a copy of this resolution be sent to the Minister of Tourism, Culture, and Sport, the Ontario Minister of Municipal Affairs, MPP Steve Clark, the Association of Municipalities of Ontario, the Ontario Library Association, the Federation of Ontario Public Libraries, and Leeds and Grenville municipalities for endorsement.

16. Mayor's Proclamation - None

17. Period for Media Questions – None

18. Closed Session - None

19. Rise and Report - None

20. Confirming By-Law – 12-2018

Motion 72-2018: Young, Ostrander

That By-Law 12-2018, being a by-law to confirm the proceedings of the Council meeting held on March 26, 2018, be read a first and second time.

Carried

Motion 73-2018: Young, Ostrander

That By-Law 12-2018, being a by-law to confirm the proceedings of the Council meeting held on March 26, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. Adjournment

Motion 74-2018: Laschinger, Burton

That the meeting be adjourned to Monday, April 23, 2018, at 6:30 p.m.

(Time: 9:25 p.m.)

Carried

Original Signed By

Original Signed By

Mayor

Clerk