



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, May 28, 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, and Lindsey Veltkamp, Executive Assistant

1. Call to Order

Mayor Todd called the meeting to order at 6:33 p.m.

2. Approval of Agenda

Motion 106-2018: Laschinger, Jansman

That the agenda for the Council Meeting of May 28, 2018, be approved as amended.

Carried

The agenda was amended by adding the following item:

1) Under Item # 14 – ADD 14.1 Sidewalks

3. Declarations of Interest - None

4. Presentations - None

5. Delegations - None

6. Minutes of the previous Council meetings

6.1 Regular Council Minutes - April 23, 2018

Motion 107-2018: McConnell, Young

That the Council minutes of April 23, 2018, be accepted as presented.

Carried

6.2 Special Council Minutes - May 7, 2018

Motion 108-2018: Young, McConnell

That the Special Council minutes of May 7, 2018, be accepted as presented.

Carried

7. Communications & Petitions

7.1 Action Items - None

7.2 Information Items (under separate cover)

Motion 109-2018: Burton, Jansman

That the information items under separate cover be received and filed

Carried

- 1) Town of Prescott Water and Wastewater Treatment Facilities Quarterly Report (OCWA)
- 2) Town of Prescott Emergency Management Committee Minutes – April 25, 2018
- 3) Prescott Business Improvement Area Minutes – April 5, 2018
- 4) Prescott Business Improvement Area Minutes – April 18, 2018
- 5) Ministry of Citizenship and Immigration letter re: Champion of Diversity Award
- 6) Ontario Good Roads Association letter re: Invitation to join the “Preferred Autonomous Vehicles Test Corridor”
- 7) Town of Lakeshore resolution re: Renovation and/or demolition of all buildings containing hazardous material
- 8) Township of Southgate resolution re: Right to approve landfill developments
- 9) Municipality of East Ferris resolution re: Right to approve landfill developments
- 10) Municipality of East Ferris resolution re: Wolf Sightings
- 11) Town of Oakville resolution re: CN Intermodal Update

Councillor Laschinger spoke to Item # 1 – Town of Prescott Water and Wastewater Treatment Facilities Quarterly Report (OCWA)

Councillor McConnell spoke to Items # 8 – Township of Southgate resolution re: Right to approve landfill developments and Item # 9 – Municipality of East Ferris resolution re: Right to approve landfill developments.

Staff was directed to prepare a staff report on the right to approve landfill developments and bring it back to a future Committee of the Whole meeting.

8. Committee Reports

8.1 Committee of the Whole Report 08-2018 - May 22, 2018

a. Committee of the Whole minutes dated May 22, 2018

Motion 110-2018: Laschinger, Jansman

That the Committee of the Whole minutes dates May 22, 2018, be accepted as presented.

Carried

b. Brockville General Hospital Phase II Redevelopment Project Funding

Motion 111-2018: McConnell, Young

That Council approve that the Town of Prescott provide a donation to the Brockville and District Hospital Foundation for the Phase II redevelopment project in the amount of \$30,000 in 2018 and have the next term of Council revisit the topic in 2019.

Carried

9. Mayor

Mayor Todd spoke to his attendance at Fort Wellington's Artillery Day held on May 26, the Prescott Farmer's Market on May 26, the community yard sale held on May 26, and St. Lawrence Academy's Spring Fling held on May 26.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to the upcoming Business Showcase being held on June 8 and 9.

Councillor Jansman spoke to her attendance at the Leeds, Grenville & Lanark District Health Unit Board meeting held on May 17, and the upcoming policy group meeting being held on May 30.

Councillor Laschinger spoke to his attendance at the South Grenville Chamber of Commerce's 125th Anniversary event held on April 24, the St. Lawrence Academy Leadership Tea held on May 3, and the St. Lawrence Shakespeare Festival Board meeting held on May 8. He spoke to a request received by the Grenville County Historical Society regarding an independent film about railway history. He also referenced his attendance at the St. Lawrence Academy's Spring Fling held on May 26.

Councillor McConnell spoke to his attendance at the Library Board meeting held on May 15, the St. Lawrence Lodge Board meeting held on May 22, and the community yard sale held on May 26.

Councillor Ostrander spoke to his attendance at the South Grenville Chamber of Commerce meeting held on May 23, and referenced the upcoming Golf Tournament being held on June 27. He spoke to an upcoming Walker House board meeting being held on June 9.

11. Staff

11.1 PAC Report 01-2018 - Consent Application 133 - 139 Wood Street East, Legal Description Part Lots 1 & 2, Block 6 Plan 19

Motion 112-2018: Ostrander, Young

That Council approve the consent applications for 133-139 Wood Street East subject to the following conditions:

1. An acceptable reference plan or legal description of the easements and the deed or instrument conveying the easements shall be submitted to the Town; and
2. That a grading and drainage plan, which ensures positive drainage away from all adjacent properties, be submitted for approval and that such plan be registered on title; and
3. That a privacy fence of a sufficient height to screen the parking area vehicle movement from adjoining properties be constructed.

Carried

Pierre Mercier, CAO, provided an overview of the report. He spoke to the advantages of the consents, permitted uses, and PAC deliberations.

Discussion was held regarding the development of the property, drainage issues, updating the zoning by-law, and further development in town.

12. Resolutions

12.1 Summer Meeting Schedule

Motion 113-2018: Jansman, Burton

That Council approve that the summer Council meeting schedule be as follows: Monday, July 23rd and Monday, August 27th at 6:30 p.m.

Carried

13. By-laws

13.1 Community Improvement Plan

Motion 114-2018: Ostrander, Young

That By-law 20-2018, being a by-law to adopt a Community Improvement Plan for the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 115-2018: Ostrander, Young

That By-law 20-2018, being a by-law to adopt a Community Improvement Plan for the Corporation of the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Pierre Mercier, CAO, spoke to the changes made to the Community Improvement Plan.

Discussion was held regarding missing businesses on the map attachments and suggested methods for the promotion of the CIP. Mr. Mercier explained the 20 day appeal period.

13.2 Official Plan Amendment

Motion 116-2018: Ostrander, Young

That By-law 21-2018, being a by-law to adopt amendment No. 6 to the Official Plan of the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 117-2018: Ostrander, Young

That By-law 21-2018, being a by-law to adopt amendment No. 6 to the Official Plan of the Corporation of the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Pierre Mercier, CAO, spoke to the Official Plan amendment.

Discussion was held regarding provincial standards, the process involved for the amendment, and zoning reviews.

13.3 Deputy Clerk Appointment

Motion 118-2018: Jansman, Burton

That By-law 22-2018, being a by-law to authorize the appointment of Lindsey Veltkamp as Deputy Clerk for the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 119-2018: Jansman, Burton

That By-law 22-2018, being a by-law to authorize the appointment of Lindsey Veltkamp as Deputy Clerk for the Corporation of the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk.

Carried

14. New Business

Councillor Young requested that Council consider repairing the sidewalks on the south side of Henry Street, across from the new Fire Hall.

Discussion was held regarding sidewalk paving and shaving priorities.

Motion 120-2018: Young, Ostrander

That staff be directed to bring back a report on the schedule and costing of redoing the sidewalk across from the new Fire Hall.

Carried

15. Notices of Motion - None

16. Mayor's Proclamation - None

17. Period for Media Questions – None

18. Closed Session

18.1 HR Matter

Motion 121-2018: Burton, Jansman

That Council move into Closed Session at 8:12 p.m. to address a matter pertaining to:

18.1 HR Matter

- personal matters about an identifiable individual including municipal or local board employees; and

That the CAO, Treasurer, and Clerk remain in the room.

Carried

Motion 122-2018: Burton, Jansman

That the meeting reconvene in Open Session. (Time: 8:25 p.m.)

Carried

19. Rise and Report

Motion 123-2018: Jansman, Burton

That By-Law 23-2018, being a by-law to authorize the appointment of Matthew Armstrong as Chief Administrative Officer/Treasurer/Deputy Clerk for the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 124-2018: Jansman, Burton

That By-Law 23-2018, being a by-law to authorize the appointment of Matthew Armstrong as Chief Administrative Officer/Treasurer/Deputy Clerk for the Corporation of the Town of Prescott, be read a third and final time.

Carried

Mayor Todd congratulated Matthew Armstrong on his appointment and thanked Pierre Mercier for his service.

20. Confirming By-Law – 24-2018

Motion 125-2018: McConnell, Young

That By-Law 24-2018, being a by-law to confirm the proceedings of the Council meeting held on May 28, 2018, be read a first and second time.

Carried

Motion 126-2018: McConnell, Young

That By-Law 24-2018, being a by-law to confirm the proceedings of the Council meeting held on May 28, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. Adjournment

Motion 127-2018: Young, McConnell

That the meeting adjourns to Monday, June 25, 2018, at 6:30 p.m. (Time: 8:32 p.m.).

Carried

Original Signed By

Original Signed By

Mayor

Clerk