



**PRESCOTT TOWN COUNCIL**

**MINUTES**

**Monday, August 27, 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, Mike Ostrander, and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Dan Beattie, Director of Public Works & Infrastructure, Kimberley Casselman, Director of Administration/Clerk, Katie Forrester, Tourism and Recreation Coordinator, and Lindsey Veltkamp, Deputy Clerk

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**1. Call to Order**

Mayor Todd called the meeting to order at 6:31 p.m.

**2. Approval of Agenda**

Motion 179-2018: Laschinger, Burton

That the agenda for the Council Meeting of August 27, 2018, be approved as presented.

Carried

**3. Declarations of Interest - None**

**4. Presentations**

**4.1 Presentation - KPMG - 2017 Audit**

Motion 180-2018: Jansman, Laschinger

That Council receive the 2017 Consolidated Financial Statements, as presented by the Town's Auditor, KPMG.

Carried

Motion 181-2018: Jansman, Burton

That Council appoint KPMG as the Town's Auditor for the year ending December 31, 2018.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to financial statements, assets, liabilities, and debt.

KPMG referenced the Audit Findings Report. Discussion was held regarding tax arrears, the Town's debt level compared to surrounding municipalities, and provincial funding.

**5. Delegations**

**5.1 Prescott Business Improvement Area - TD Graham & Associates**

Tom Graham, TD Graham and Associates, spoke to a PowerPoint presentation. A copy of the presentation is held on file. Mr. Graham spoke to downtown attraction strategies, the continued relationship between the BIA and the Town, and the upcoming launch of the BIA's new website.

Discussion was held regarding community development, the opening of new businesses, and the BIA Coordinator role.

**6. Minutes of the previous Council meetings**

**6.1 Regular Council Minutes - July 23, 2018**

Motion 182-2018: Young, Ostrander

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

Carried

**6. Minutes of the previous Council meetings**

**6.2 Emergency Special Council Minutes - August 21, 2018**

Motion 183-2018: Burton, Ostrander

That the Emergency Special Council minutes of August 21, 2018, be accepted as presented.

**Carried**

**7. Communications & Petitions**

**7.1 Action Items - None**

**7. Communications & Petitions**

**7.2 Information Items (under separate cover)**

Motion 184-2018: Laschinger, Burton

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

**Carried**

1. Communities in Bloom Judge's Thank You Letter
2. OCWA – Town of Prescott's Water and Wastewater Treatment Facilities Quarterly Report
3. United Way Leeds & Grenville Funding Request
4. Township of North Stormont Resolution re: Ontario's Green Energy Act
5. Town of Oakville Resolution re: regulating the Display and Distribution of Objectionable Images
6. Township of North Frontenac Resolution re: Grandfathering of Volunteer Firefighters to NFPA Standards
7. City of Hamilton Resolution re: Cannabis Grace Period Request
8. City of Niagara Falls Resolution re: NAFTA
9. Township of Howick Resolution re: Cemetery Board Funding

Councillor Laschinger spoke to item #2 OCWA – Town of Prescott's Water and Wastewater Treatment Facilities Quarterly Report.

Mayor Todd spoke to item #1 – Communities in Bloom Judge's Thank You Letter and Item #3 – United Way Leeds & Grenville Funding Request.

Motion 185-2018: Ostrander, Young

That Council approve a \$500 donation for the United Way Leeds & Grenville's event – "Taste and Sounds – Senses-ational Leeds & Grenville" event to be funded from Council's discretionary fund.

Carried

**8. Committee Reports - None**

**9. Mayor**

Mayor Todd Thanked all parties involved with this year's Shakespeare Festival. He spoke to his attendance at the Hometown Heroes event held at Fort Wellington and the visit of the HMCS Moncton on July 27.

**10. Outside Boards, Committees and Commissions**

Councillor Laschinger spoke to his attendance at the Hometown Heroes event held at Fort Wellington held on July 27. He highlighted the 2018 Shakespeare Festival season, and spoke to the festival's upcoming golf tournament being held on September 3. He referenced his attendance at the Rideau St. Lawrence annual general meeting held on August 8.

Councillor Ostrander spoke to the recent success of sa Walker House grant application and upcoming seniors' Expo being held on October 27. He referenced the South Grenville Chamber of Commerce's golf tournament being held on September 14.

Kimberley Casselman, Director of Administration/Clerk, spoke to the upcoming Development Charges By-Law Public Meeting being held on August 29 and PAC meeting being held on September 6.

Discussion was held regarding the status of the Linda Street and Linda Place reconstruction project.

Councillor Young spoke to the recent Wellington House tour completed by the Prescott Fire Department.

Mayor Todd thanked Mayor Pat Sayeau for his offered support regarding the decommissioning of the Leo Boivin Community Centre ice plant.

**12. Resolutions - None**

**11. Staff**

**11.1 Staff Report 38-2018 - Planning Services and Official Plan Review - Request for Proposal**

Motion 186-20185: Ostrander, Young

That Council direct the Chief Administrative Officer – Treasurer, to issue a Request for Proposal for Town Planning Services and to perform an Official Plan Review.

Carried

Matthew Armstrong, CAO, provided an overview of the report.

Discussion was held regarding the recent Official Plan Amendment and the process and timeline of the RFP for planning services.

**13. By-laws - None**

**15. Notices of Motion – None**

**14. New Business**

Councillor Laschinger spoke to the recent passing of Mrs. Judith Caldwell and a moment of silence was held in her memory.

Discussion was held regarding the status of the removal of the downtown traffic lights and the option of reducing speed limits.

**16. Mayor's Proclamation**

**16.1 Prostate Cancer Awareness Month - September 2018**

Mayor Todd proclaimed September 2018 as Prostate Cancer Awareness Month in the Town of Prescott.

**16.2 Alzheimer Society Lanark Leeds Grenville Coffee Break Month - September 2018**

Mayor Todd proclaimed September 2018 as Alzheimer Society Lanark Leeds Grenville Coffee Break Month in the Town of Prescott.

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

18. **Closed Session** - None

19. **Rise and Report** - None

20. **Confirming By-Law – 35-2018**

Motion 187-2018: Burton, Ostrander

That By-Law 35-2018, being a by-law to confirm the proceedings of the Council meeting held on August 27, 2018, be read a first and second time.

Carried

Motion 188-2018: Burton, Ostrander

That By-Law 35-2018, being a by-law to confirm the proceedings of the Council meeting held on August 27, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. **Adjournment**

Motion 189-2018: Ostrander, Young

That the meeting adjourns to Monday, September 24, 2018 at 6:30 p.m.

(Time: 8:18 p.m.).

Carried

*Original Signed By*

*Original Signed By*

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Mayor

Clerk