



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, September 24, 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	Matthew Armstrong, CAO/Treasurer, Dan Beattie, Director of Public Works & Infrastructure, and Lindsey Veltkamp, Deputy Clerk

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**1. Call to Order**

Mayor Todd called the meeting to order at 6:34 p.m.

**2. Approval of Agenda**

Motion 190-2018: Laschinger, Jansman

That the agenda for the Council Meeting of September 24, 2018, be accepted as amended.

Carried

The agenda was amended by moving the Mayor's Proclamation item to the beginning of the agenda.

**3. Declarations of Interest – None**

**4. Mayor's Proclamation**

**4.1 Pregnancy and Infant Loss Awareness Day - October 15, 2018**

Tamara Baldwin and Leslie Patry-Kerford, Brockville Butterfly Run, spoke to the upcoming event and the purchase of a Cuddle Cot for the Brockville General Hospital with the funds raised.

Mayor Todd proclaimed October 15, 2018, as Pregnancy and Infant Loss Awareness Day in the Town of Prescott.

**5. Presentations – None**

**6. Delegations - None**

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

**7.1 Regular Council Minutes - August 27, 2018**

Motion 191-2018: Young, Ostrander

That the Council minutes of August 27, 2018, be accepted as presented.

Carried

**8. Communications & Petitions**

**8.1 Action Items - None**

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

Motion 192-2018: McConnell, Ostrander

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

Carried

1. Prescott Fire Department Report – June, July, August
2. Town of Prescott Police Services Reports – June, July, August
3. Resident letter re: Reconstruction of Linda Street and Linda Place by Ken Miller Excavating & Construction Company
4. South Grenville Food Bank letter re: Holiday Giving Campaign
5. Township of South Glengarry resolution re: Paramedic Services
6. Township of Selwyn resolution re: Provincial Agricultural Systems Mapping
7. Township of Amaranth resolution re: NAFTA – Dairy Supply Management Program

Councillor Young spoke to item #3 – Resident letter re: Reconstruction of Linda Street and Linda Place by Ken Miller Excavating & Construction Company.

## **9. Committee Reports**

### **9.1 Committee of the Whole Report 11-2018 - September 4, 2018**

#### **a. Committee of the Whole minutes dated September 4, 2018**

Motion 193-2018: Jansman, Laschinger

That the Committee of the Whole minutes dated September 4, 2018, be accepted as presented.

Carried

#### **b. Staff Report 39-2018 - Commemorative Tree Program**

Motion 194-2018: Burton, Ostrander

That Council approve the Commemorative Tree Program and direct staff to advertise and receive applications.

Carried

### **9.2 Committee of the Whole Report 12-2018 - September 17, 2018**

#### **a. Committee of the Whole minutes dated September 17, 2018**

Motion 195-2018: Laschinger, Jansman

That the Committee of the Whole minutes dated September 17, 2018, be accepted as presented.

Carried

**b. Staff Report 47-2018 - Memorial Bench Program**

Motion 196-2018: Burton, Ostrander

That Council approve that the changes outlined in this report be made to the Memorial Bench Program.

Carried

Discussion was held regarding installation fees, approaching existing applicants, and locations for future benches.

**10. Mayor**

Mayor Todd spoke to the Think Rink Fundraiser, which took place on September 22, and to the upcoming St. Lawrence Economic Corridor Commission meeting being held on September 25.

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

Councillor Burton spoke to her attendance at the Think Rink Fundraiser, held on September 22, and to the upcoming Fire Prevention Week being held from October 7-13.

Councillor Jansman spoke to her participation in Hunger Action Month, and the Leeds, Grenville & Lanark District Board of Health meeting held on September 20.

Councillor Laschinger referenced the completion of the St. Lawrence Shakespeare Festival. He spoke to his attendance at the St. Lawrence Shakespeare Festival's golf tournament held on September 3, and the Prescott Cemetery Board of Management's meeting held in August.

Councillor McConnell complimented the Prescott Lawn Bowling Club's recent tournament, and spoke to his attendance at the upcoming St. Lawrence Lodge board meeting and the Prescott Library Board meeting both held on September 25. He referenced the Alzheimer Society's upcoming Art Exhibit being held on October 2.

Councillor Ostrander spoke to his attendance at the Charlie McFarland Chamber of Commerce Golf Tournament held on September 12, the OEMC conference held on September 13 & 14, the Connect Youth Annual General meeting held on September 18,

the Walker House board meeting held on September 19, and the upcoming Municipal Drug Strategy meeting being held September 25,

Councillor Young spoke to the recent Prescott Police Services Board meeting held on September 20.

## **12. Staff**

### **12.1 PAC Report 04 -2018 - Consent Applications - St. Lawrence Street, Legal Description Part Lots 33, 34, and 35 Plan 19**

Motion 197-2018: Ostrander, McConnell

That Council approve the proposed consent application subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town; and
2. An acceptable reference plan or legal description of the severed lands and the deed or instrument conveying the severed lands shall be submitted to the Town.

Carried

Discussion was held regarding the Wood Street developments and provincial legislation surrounding secondary suites.

### **12.2 PAC 05-2018 - Site Plan Control Application - Northern Cables, Part of Plan 19 Block A, B and C**

Motion 198-2018: Ostrander, McConnell

That Council approve the proposed site plan subject to the following conditions:

1. Payment of 2% cash in lieu of parkland to the Town of Prescott based on the fair market value of the subject property as it existed prior to the approval of any proposed improvements, such value to be established by a qualified real estate professional;
2. That the grading and drainage plan be revised to the satisfaction of the Building Department based on the peer review undertaken by the Town of Prescott Engineers of record;

3. That the applicant confirm that the lots currently known as 799 Susan Street and 236 Wood Street West have merged;
4. That the applicants enter into a Site Plan Control agreement with the Town of Prescott, such agreement to be registered on title."

Carried

Discussion was held regarding the development, the increased tax revenue, increased truck use on the corner of Wood Street and Edward Street, the completion timeline, and the final set of building plans.

### **12.3 Prescott Police Services Board Recommendation - Four-Way Stop**

Motion 199- 2018: Young, Ostrander

That Council consider the installation of a four-way stop at Centre Street and Water Street, as per the recommendation from the OPP; and

That staff be directed to study this issue and report back to Council.

Carried

Councillor Young spoke to the recommendation. Discussion was held regarding increased signage, the potential issues with traffic, and the incline of the hill on Water Street.

Matthew Armstrong, CAO/Treasurer, referenced the newly installed crosswalk located at Edward Street and Irvine Street that was requested by the Prescott Police Services Board. He spoke to the number of signs in that location, the addition of lighting, and the type of crosswalks purchased for installation in the downtown core.

Discussion was held regarding providing South Grenville District High School with information for students for proper use of the crosswalk.

### **12.4 Staff Report 54-2018 - Development Charges By-Law**

Motion 200-2018: Jansman, Laschinger

That Council hereby approves the capital project forecast listing set out in Chapter 6 of the Development Charges Background Study dated March 17, 2018 (as amended), subject to further annual review during the capital budget process; and

That Council intends to ensure that the increase in the need for services attributable to the anticipated development for which the development charges are imposed will be met.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report.

Discussion was held regarding the current charges, the rates of neighbouring municipalities, and the overall requirements related to the Development Charges Act and By-law No. 36-2018.

**13. Resolutions - None**

**14. By-laws**

**14.1 Development Charges By-Law**

Motion 201-2018: Ostrander, McConnell

That By-Law 36-2018, being a by-law to establish development charges, be read a first and second time.

Carried

Motion 202-2018: Ostrander, McConnell

That By-Law 36-2018, being a by-law to establish development charges, be read a third time, passed and signed by the Mayor and Clerk.

Carried

**14.2 Election Compliance Audit Committee Appointment By-Law**

Motion 203-2018: Jansman, Laschinger

That By-Law 37-2018, being a by-law to appoint members to an Election Compliance Audit Committee for the Town of Prescott for the Council term dated December 1, 2018 to November 14, 2022, be read a first and second time.

Carried

Motion 204-2018: Jansman, Laschinger

That By-Law 37-2018, being a by-law to appoint members to an Election Compliance Audit Committee for the Town of Prescott for the Council term dated December 1, 2018 to November 14, 2022, be read a third time, passed and signed by the Mayor and Clerk.

Carried

### **14.3 Taxi By-Law Amendment**

Motion 205-2018: Burton, Ostrander

That By-Law 38-2018, being a by-law to amend By-Law No. 04-2014, being a by-law for licensing, regulating and governing vehicles for hire including owners and drivers of taxicabs, limousines and accessible taxicab service in the Town of Prescott, be read a first and second time with the addition of the 45 day clause in 1C.

Carried

Motion 206-2018: Burton, Ostrander

That By-Law 38-2018, being a by-law to amend By-Law No. 04-2014, being a by-law for licensing, regulating and governing vehicles for hire including owners and drivers of taxicabs, limousines and accessible taxicab service in the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk with the addition of the 45 day clause in 1C.

Carried

Matthew Armstrong, CAO/Treasurer, provided an overview of the amendment.

Discussion was held regarding the amount of notice to be given to the taxicab company and having that clarified in the by-law.

### **14.4 Private Transportation Company By-Law Amendment**

Motion 207-2018: Burton, Ostrander

That By-Law 39-2018, being a by-law to amend By-Law 27-2018, being a by-law for licensing, regulating and governing Private Transportation Companies in the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 208-2018: Burton, Ostrander

That By-Law 39-2018, being a by-law to amend By-Law 27-2018, being a by-law for licensing, regulating and governing Private Transportation Companies in the Corporation of the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk."

Carried



Matthew Armstrong, CAO/Treasurer, provided an overview of the by-law.

Discussion was held regarding the requirements of the Highway Traffic Act and the type of insurance needed.

**15. New Business - None**

**16. Notices of Motion - None**

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

**18. Closed Session - None**

**19. Rise and Report - None**

**20. Confirming By-Law – 40-2018**

Motion 209-2018: McConnell, Ostrander

That By-Law 40-2018, being a by-law to confirm the proceedings of the Council meeting held on September 24, 2018, be read a first and second time.

Carried

Motion 210-2018: McConnell, Ostrander

That By-Law 40-2018, being a by-law to confirm the proceedings of the Council meeting held on September 24, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

**21. Adjournment**

Motion 211-2018: Young, Ostrander

That the meeting be adjourned to Monday, October 29, 2018. (Time: 8:15 p.m.)

Carried

*Original Signed By*

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Mayor

*Original Signed By*

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Clerk