



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, August 26, 2019
6:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Mike Ostrander, Gauri Shankar, and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Kimberley Casselman, Clerk, Katie Forrester, Tourism & Recreation Coordinator, Cassidy Cameron, Executive Assistant - Operations, and Lindsey Veltkamp, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Motion 167-2019: Burton, Ostrander

That the agenda for the Council meeting of August 26, 2019, be approved as presented.

Carried

3. Declarations of Interest - None

4. Presentations

4.1 Arena Fundraiser Cheque Presentation: Karen Burman-Martin, TD Bank

Karen Burman-Martin, TD Bank, presented Council with a cheque for \$1,000 to go towards fundraising for a new arena.

5. Delegations - None

6. Minutes of the previous Council meetings

6.1 Regular Council Meeting Minutes - July 22, 2019

Motion 168-2019: Jansman, Burton

That the Council minutes of July 22, 2019, be accepted as presented.

Carried

6.2 Tri-Council Meeting Minutes - July 30, 2019

Motion 169-2019: Ostrander, Young

That the Tri-Council minutes of July 30, 2019, be accepted as presented.

Carried

7. Communications & Petitions

7.1 Action Items - None

7.2 Information Items (under separate cover)

Motion 170-2019: Burton, Shankar

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

Carried

1. Prescott Fire Department Council Report – July 2019
2. South Grenville Food Bank re: Thank You
3. Township of Edwardsburgh Cardinal – Notice of Public Meeting Concerning A Proposed Official Plan
4. Township of Augusta – Notice of Public Meeting
5. Under One Roof Initiation – A Gathering of Gratitude
6. The Grenville Sentinel – June/July Issue
7. Ontario Energy Board Notice to Customers of Enbridge Gas Inc.
8. United Counties of Leeds and Grenville resolution re: Water Levels
9. City of Stratford resolution re: Opposition to Changes in 2019 Provincial Budget and Planning Act
10. Township of Papineau-Cameron resolution re: Amalgamation
11. Township of McKellar resolution re: Amalgamation
12. Municipality of Hastings Highlands resolution re: Amalgamation
13. Norfolk County resolution re: Request for Provincial Response to address Gas Well Issues
14. Municipality of Bluewater resolution re: Reducing Litter and Waste in our Communities
15. Municipality of Hasting Highlands resolution re: Reducing Litter and Waste in our Communities
16. Town of Bradford West Gwillimbury resolution re: Never Forgotten National Memorial
17. Municipality of South Huron resolution re: Enforcement for Safety on Family Farms
18. Municipality of McDougall resolution re: Enforcement for Safety on Family Farms
19. Municipality of Thames Centre resolution re: Enforcement for Safety on Family Farms
20. Municipality of Chatham-Kent resolution re: Enforcement for Safety on Family Farms

Councillor Burton spoke to Item #15 – Municipality of Hastings Highlands resolution re: Reducing Litter and Waste in our Communities.

Councillor Jansman spoke to Item #1 – Prescott Fire Department Council Report – July 2019.

Mayor Todd spoke to Item #4 – Township of Augusta – Notice of Public Meeting.

8. Committee Reports - None

9. Mayor

Mayor Todd thanked everyone involved and those who attended the Fire Department's Open House held on Sunday, August 25. He referenced his attendance at the 2019 AMO Conference held August 18 to August 23.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to the Prescott Fire Department's Open House on August 25.

Councillor Jansman spoke to an upcoming BIA Board of Management meeting and a Planning Advisory Committee meeting being held on September 17.

Councillor Ostrander spoke to the Prescott Fire Department's Open House held on August 25. He referenced the Fire Department's dispatch calls for the month of July and also spoke to the St. Lawrence Shakespeare Festival's season.

Councillor Shankar spoke to his attendance at a South Grenville Chamber of Commerce meeting, the marina's chilli cook-off Contest that took place on Saturday, August 24, and the Prescott Fire Department's Open House.

Councillor Young wished staff members Kaitlin Mallory and Jessica Crawford well as they prepared to go on maternity leave.

Mayor Todd thanked the St. Lawrence Shakespeare Festival for another fantastic season.

11. Staff

11.1 CAO Verbal Update

Matthew Armstrong, CAO/Treasurer, spoke to a recent door-to-door sales application. He stated that the application had been reviewed and there were no concerns. He also stated that staff would be notifying residents through social media, the radio station, and would also notify the OPP.

Mr. Armstrong spoke to the Ontario Municipal Partnership Fund, child care cost sharing, land ambulance funding, social assistance funding, public health cost sharing, updates on Henry Street reconstruction, and the traffic lights on King Street.

Mr. Armstrong referenced the Strategic Plan coming back to Council over the next few months, as well as a proposed budget process.

Discussion was held regarding the potential impact the traffic light changes may have on downtown businesses, the door-to-door sales application and ensuring residents are aware of the sales dates.

11.2 Staff Report 60-2019 - Financial Report

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced upcoming partial lane paving taking place in September in the north end of Town.

11.3 Staff Report 61-2019 - Table & Chair Rental Agreement

Motion 171-2019: Shankar, Young

That Council approve a rental agreement outlining the terms, conditions, and fees for the rental and use of municipal table and chair assets.

Carried

Katie Forrester, Tourism & Recreation Coordinator, spoke to the report. She referenced the proposed rates, delivery options, and past requests.

Discussion was held regarding the rental rates, the rental fee subsidy application, and local vendors that offer chair and table rental services.

11.4 Staff Report 62-2019 - Road Pavement Assessment

Motion 172-2019: Young, Shankar

That Council direct Staff to undertake a pavement condition assessment through the service offered through the Local Authority Services (LAS) using StreetScan Canada at a cost of \$13,074 + HST.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He stated that the last road pavement assessment took place in 2015 and provided an overview of the assessment process.

Discussion was held regarding the technology, access to the data visualizing, and communicating with the Town's Engineers and Water Department.

12. Resolutions

12.1 Water Levels - Councillor McConnell

Motion 173-2019: Young, Shankar

That Councillor McConnell's motion regarding water levels be deferred to the Council meeting of September 23, 2019.

Carried

13. By-laws

13.1 Deputy Treasurer Appointment

Motion 174-2019: Young, Shankar

That By-Law 35-2019, being a by-law to authorize the appointment of Joe Whyte as Deputy Treasurer for the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 175-2019: Young, Shankar

That By-Law 35-2019, being a by-law to authorize the appointment of Joe Whyte as Deputy Treasurer 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 - None

15. Notices of Motion - None

16. Mayor's Proclamation - None

17. Period for Media Questions – None

18. Closed Session

Motion 176-2019: Jansman, Burton

That Council move into Closed Session at 7:28 p.m. to address matters pertaining to:

18.1 Purchase & Sale

- Under Section 239(2)(c) of the Municipal Act, 2001, - a proposed or pending acquisition or disposition of land by the municipality or local board; and

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

Carried

Motion 177-2019: Jansman, Burton

That Council reconvene in Open Session. (Time: 7:55 p.m.).

Carried

19. Rise and Report

During the Closed Session, Council received information on Item 18.1 Purchase & Sale.

20. Confirming By-Law – 36-2019

Motion 178-2019: Ostrander, Young

That By-Law 36-2019, being a by-law to confirm the proceedings of the Council meeting held on August 26, 2019, be read a first and second time.

Carried

Motion 179-2019: Ostrander, Young

That By-Law 36-2019, being a by-law to confirm the proceedings of the Council meeting held on August 26, 2019, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. Adjournment

Motion 180-2019: Shankar, Young

That the meeting be adjourned to Monday, September 23, 2019, at 6:30 p.m.

(Time: 7:55 p.m.)

Carried

Original signed by

Original signed by

Mayor

Clerk