



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, November 25, 2019
6:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

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

Staff Matthew Armstrong, CAO/Treasurer, Kimberley Casselman, Clerk, and Lindsey Veltkamp, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Motion 219-2019: Burton, Shankar

That the agenda for the Council Meeting of November 25, 2019, be approved as presented.

Carried

3. Declarations of Interest - None

4. Presentations

4.1 Prescott Fire Department Long Service Awards

Barry Moorhouse, Fire Chief of the Prescott Fire Department, spoke to the commitment and dedication of the five recipients of the Prescott Fire Department Long Service Awards.

Chief Moorhouse introduced and congratulated Robert Dixon (25 years), George Prosser (30 years), Paul Arcand (30 years), Harry LeeFlang (30 years), and Maurice Raas (38 years).

Mayor Todd presented the members with their Fire Service Bars and certificates from MP Michael Barrett, MPP Steve Clark, and the Town of Prescott.

5. Delegations - None

6. Minutes of the previous Council meetings

6.1 Regular Council Meeting Minutes - October 28, 2019

Motion 220-2019: McConnell, Jansman

That the Council minutes of October 28, 2019, be accepted as presented.

Carried

6.2 Emergency Special Council Meeting Minutes - November 6, 2019

Motion 221-2019: Shankar, Young

That the Emergency Special Council minutes of November 6, 2019, be accepted as presented.

Carried

7. Communications & Petitions

7.2 Information Items (under separate cover)

Motion 222-2019: Ostrander, Shankar

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

Carried

1. Prescott Fire Department Council Report – October 2019
2. Prescott Police Service Board Report – October 2019
3. Prescott BIA Board of Management – Minutes of October 1, 2019
4. Kinsmen Club of Prescott – Spirit of Giving Campaign 2019
5. Brockville General Hospital Foundation, Under One Roof letter
6. Student Transportation of Eastern Ontario – Inclement Weather
7. Minister of Infrastructure Correspondence re: Update on the Formula Component of the Ontario Community Infrastructure Fund (OCIF)
8. Enbrige Gas Inc. Correspondence re: 2020 Rate Application – Notice of Hearing
9. Township of Enniskillen letter of support re: Building Code Act
10. Canadians for Properly Built Homes Correspondence re: Transforming and Modernizing the delivery of ON Building Code Services
11. The Corporation of the Township of Norwich resolution re: Transforming and Modernizing the Ontario Building Code
12. The City Belleville resolution re: Request the Province Work with Current Building Sector Groups and Provide Evidence Based Justification that the New Delegated Administrative Authority is Necessary Prior to any Legislative Changes to the Building Code Act
13. City of Vaughan Correspondence re: Provincial Consultation on the Transformation of Building Services in Ontario
14. Township of La Vallee resolution re: Legislative Changes to the Building Code Act
15. Town of Ajax By the Bay resolution re: Provincial Consultation on the Transformation of Building Services in Ontario
16. Township of Macdonald, Meredith & Aberdeen Add'l. resolution re: Creation of a new Delegated Administrative Authority
17. Township of Howick resolution re: Provincial Consultation on the Transformation of Building Services in Ontario
18. The Corporation of the Municipality of Central Elgin resolution re: Provincial Transformation of Building Services in Ontario
19. Municipality of Southwest Middlesex resolution re: Provincial Consultation on the Transformation of Building Services
20. Corporation of the Municipality of South Huron resolution re: Support for Town of Prescott Resolution on the Transformation of Building Services and creation of a new Delegated Administrative Authority with regard to building service delivery
21. Township of Champlain resolution re: Town of Prescott – Building Services in Ontario
22. Township of Evanturel resolution re: Transforming and Modernizing the Delivery of Ontario's Building Code Services

23. Municipality of Marmora and Lake resolution re: Council Resolution – Changes to Building Code Act
24. Township of Perry resolution re: Transforming and Modernizing the Delivery of Ontario’s Building Code
25. Town of Whitchurch-Stouffville resolution re: Ban of Single-Use Disposable Wipes
26. Town of Wasaga Beach resolution re: Resolution from the Township of Springwater – Nottawasage Valley Conservation Authority Levy
27. Township of Ramara resolution re: Conservation Authority Exit Clause
28. Township of Stirling-Rawdon resolution re: Municipal Liability and Insurance Costs
29. Grey Sauble Conservation resolution re: Grey Sauble Conservation Authority Board of Directors Resolution FA-19-116
30. Niagara Region resolution re: Proposed Cuts to Legal Aid Ontario Budget
31. Town of Kingsville resolution re: Local Health Care Services
32. Town of Wasaga Beach resolution re: Resolution from Township of Springwater – Conservation Authority Levies

Councillor Jansman spoke to Item # 16 - Township of Macdonald, Meredith & Aberdeen Add'l resolution re: Creation of a new Delegated Administrative Authority

Councillor McConnell spoke to Item # 6 - Student Transportation of Eastern Ontario – Inclement Weather.

8. Committee Reports

8.1 Committee of the Whole Report 17-2019

a. Committee of the Whole Minutes - November 18, 2019

Motion 223-2019: McConnell, Jansman

That the Committee of the Whole minutes dated November 18, 2019, be accepted as presented.

Carried

b. Municipal Modernization Program - Intake 1

Motion 224-2019: Young, Shankar

That Council direct staff to prepare and submit an Expression of Interest, in partnership with the Township of Augusta, for a joint municipal service delivery review funded through the Municipal Modernization Program - Intake 1.

Carried

Councillor Young provided background on the item.

Discussion was held regarding the funding timeline and the application.

9. Mayor

Mayor Todd spoke to his attendance at the Celebration of Life for Bill Buckler, past Deputy Mayor of the Township of Augusta. Mayor Todd thanked Brian Dikdan, owner of Canadian Tire, for the Emergency Services event held on Sunday, November 24. He also spoke to his attendance at the BIA Board of Management meeting held on November 19.

Mayor Todd congratulated the Prescott Fire Association on another successful Light Up the Night Parade and thanked Councillor Ostrander for handing out candy alongside the Town's float. He thanked the Royal Canadian Legion Branch #97, for their Remembrance Day service and luncheon.

Mayor Todd referenced the arena funding application submission, incoming application support letters, and the continued arena fundraising efforts.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to the upcoming Founder's Day event taking place on December 4. She spoke to her attendance at the Light Up the Night Parade and wished to send her condolences to the Buckler family. She referenced attending the Remembrance Day ceremony.

Councillor Jansman spoke to her attendance at the Planning Advisory Committee meeting held on November 19, the upcoming Official Plan presentation taking place in January, and an Economic Development year in review event taking place in January.

Councillor McConnell spoke to his attendance at the Remembrance Day ceremony, being a judge at the Light Up the Night Parade, and the Prescott Library Board meeting held on November 19.

Councillor Ostrander spoke to his attendance at the Remembrance Day service and the Prescott Police Services Board meeting held on October 31. He referenced the Prescott Fire Department's total number of calls to date and his involvement in the Light Up the Night Parade.

Councillor Shankar congratulated the Prescott Fire Association on another successful Light Up the Night Parade and referenced his attendance at the Remembrance Day

ceremony. He spoke to his attendance at the South Grenville Chamber of Commerce annual awards banquet and wished to send condolences to the Buckler family.

Councillor Young spoke to his attendance at the Light Up the Night Parade and the Leeds, Grenville & Lanark District Board of Health meeting held on November 21. He referenced a report received by the Board regarding the negative effects of vaping.

11. Staff

11.1 Presentation: Budget 2020 - Administration, Protective Services, Planning & Development

Matthew Armstrong, CAO/Treasurer, spoke to a PowerPoint presentation. A copy of the presentation is held on file.

Discussion was held regarding the Administration budget, specifically promotional items, membership fees, and clarification on credit card fees.

Further discussion was held regarding where line items were allocated, property taxes, the Protective Services budget, the Prescott Fire Department's honourariums and how they compared to surrounding municipalities.

Discussion was held regarding the honorariums for the Prescott Police Services Board members. Some members of Council expressed concerns with providing the honorarium to the members of the board who were not provincially appointed members. Further discussion was held regarding the compensation of other board members who also had provincially appointed members.

Matthew Armstrong, CAO/Treasurer, stated that staff would reach out to the Eastern Ontario municipal treasurers group to see if other municipalities provided non-provincially appointed members with honourariums.

11.2 Staff Report 89-2019 - 2020 Community Grant Application Review Working Group

Motion 225-2019: Jansman, Burton

That Council appoint the following three members to the 2020 Community Grant Application Review Working Group to review the applications:

Councillor McConnell

Councillor Ostrander

Councillor Young

Carried

Councillor Burton spoke to the December 13 deadline for the submission of applications, the role of the working group, and that recommendations would be brought forward to Council for approval.

11.3 Staff Report 90-2019 - Municipal Modernization Fund for Regional Initiatives

Matthew Armstrong, CAO/Treasurer, spoke to the report. Discussion was held regarding the request by the United Counties of Leeds and Grenville task force and that lower tier municipalities were not included in the request.

11.4 Staff Report 91-2019 - Town Hall Hours of Operation December 22, 2019 - January 4, 2020

Motion 226-2019: Jansman, Burton

That Council approve the Town Hall hours of operation from December 23, 2019 through January 3, 2020 as follows:

- December 23 8:30 am - 4:30 pm
- December 24 8:30 am - 12:00 pm
- December 25 Closed
- December 26 Closed
- December 27 Closed
- December 30 8:30 am - 4:30 pm
- December 31 8:30 am - 12:00 pm
- January 1 Closed
- January 2 8:30 am - 4:30 pm
- January 3 8:30 am - 4:30 pm

Carried

Councillor Jansman clarified that staff would be using vacation time for non-statutory closures.

11.5 Staff Report 92-2019 - October 2019 Financial Report

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

12. Resolutions – None

13. By-laws

13.1 OPP Policing Services Contract Renewal

Motion 227-2019: Ostrander, Shankar

That By-Law 44-2019, being a by-law to authorize the execution of an agreement between the Ministry of the Solicitor General and the Corporation of the Town of Prescott for the provision of police services under Section 10 of the *Police Services Act*, R.S.O. 1990, C. P. 15, be read a first and second time.

Carried

Motion 228-2019: Ostrander, Shankar

That By-Law 44-2019, being a by-law to authorize the execution of an agreement between the Ministry of the Solicitor General and the Corporation of the Town of Prescott for the provision of police services under Section 10 of the *Police Services Act*, R.S.O. 1990, C. P. 15, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Discussion was held regarding the past formula and costing for the provision of police services.

13.2 Parking By-Law Amendment

Motion 229-2019: Burton, Shankar

That By-Law 45-2019, being a by-law to amend By-Law 47-2017, being a by-law for the regulation of traffic and parking within the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 230-2019: Burton, Shankar

That By-Law 45-2019, being a by-law to amend By-Law 47-2017, being a by-law for the regulation of traffic and parking within 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, spoke to the specific amendments to the Parking By-law.

13.3 Appointment of a Clerk

Motion 231-2019: Young, Shankar

That By-Law 46-2019, being a by-law to authorize the appointment of Kimberley Casselman as Clerk for the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 232-2019: Young, Shankar

That By-law 46-2019, being a by-law to authorize the appointment of Kimberley Casselman as 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 - None

15. Notices of Motion - None

16. Mayor's Proclamation

16.1 Founder's Day 2019

Mayor Todd proclaimed December 4th as Founder's Day in the Town of Prescott.

Matthew Armstrong, CAO/Treasurer, stated that this year the event would be held at the deep water dive ramp on the waterfront.

17. Period for Media Questions - None

18. Closed Session – None

19. Rise and Report - None

20. Confirming By-Law – 47-2019

Motion 233-2019: Shankar, Young

That By-Law 47-2019, being a by-law to confirm the proceedings of the Council meeting held on November 25, 2019, be read a first and second time.

Carried

Motion 234-2019: Shankar, Young

That By-Law 47-2019, being a by-law to confirm the proceedings of the Council meeting held on November 25, 2019, be read a third time, passed and signed by the Mayor and Clerk.

Carried

21. Adjournment

Motion 235-2019: McConnell, Jansman

That the meeting be adjourned to Monday, December 16, 2019 at 6:30 p.m.
(Time: 8:35 p.m.).

Carried

Original Signed By:

Mayor

Original Signed By:

Clerk