



PRESCOTT TOWN COUNCIL

MINUTES

Monday, December 7, 2020

6:00 p.m.

Virtual Meeting

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

Staff Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Nathan Richard, Interim Director of Operations, Kaitlin Mallory, Deputy Clerk, Shawn Merriman, Manager of Building and By-Law

1. Call to Order

Mayor Todd called the meeting to order at 6:01 p.m.

2. Approval of Agenda

Motion 279-2020: Shankar, Ostrander

That the agenda for the Council meeting of December 7, 2020, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations – None

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 Council Minutes - November 16, 2020

Motion 280-2020: Young, Burton

That the Council minutes of November 16, 2020, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 281-2020: McConnell, Ostrander

That Item 8.1 – Council Information Package (under separate cover) be accepted as presented.

Carried

8.1 Council Information Package (under separate cover)

1. Municipal Emergency Control Group Minutes – November 13 & 27, 2020
2. Prescott Police Services Board Minutes – October 29, 2020
3. Prescott Police Service Board Report – October 2020
4. BIA Minutes – September 16, 2020
5. United Counties of Leeds and Grenville Media Release – November 25, 2020
6. Leeds, Grenville & Lanark District Health Unit, Board of Health – 2021 Public Health Budget
Minister of Veterans Affairs Letter re: Response to Town of Prescott
Resolution
7. 2021 OGRA Conference Registration Notification
8. 2021 ROMA Conference Registration Notification
9. The Corporation of the Municipality of Marmora and Lake Resolution of Support re: Accessibility for Ontarians with Disabilities Act – Website support (City of Belleville)

10. Town of Shelburne Resolution re: Bill 229 and the Conservation Authorities
11. The Corporation of the Town of Fort Erie Resolution of Support re: City of Hamilton – Request to the Premier and Minister of Attorney General – Amending the AGCO Process to Consider Radial Separation from other Cannabis Locations
12. The Corporation of the Town of Fort Erie Resolution of Support re: Town of Grimsby – Amendment to Bill 108 – *More Homes, More Choice Act, 2019* which amended toe *Ontario Heritage Act* – Request to Remove the Powers provided to the Local Planning Appeal Tribunal, Retain Authority for Hearing Certain Appeals by the Conservation Review Board, and Return the Authority for Final Decisions to Municipal Councils
13. The Corporation of the Town of Fort Erie Resolution of Support re: Township of Asphodel-Norwood – Enact Legislation to Support Local Governments with Land Use Management and Enforcement Issues regarding Bill C-45 – *Cannabis Act*
14. Town of Mono Resolution re: Schedule 6 of Bill 229 – Open Letter to the Honourable Sylvia Jones, MPP for Dufferin-Caledon

Councillor McConnell spoke to Item #2 – Prescott Police Services Board Minutes – October 29, 2020.

8.2 Staff Report 89-2020 - Financial Report - October 2020

Recommendation:

For Information.

Matthew Armstrong, CAO/Treasurer spoke to the report. Mr. Armstrong provided analysis on revenues, expenditures, and cashflow.

Discussion was held regarding the year-to-date revenue and year-to-date expenses.

Mayor Todd stated that a representative from Rideau St. Lawrence Utilities would be presenting at an upcoming Council meeting.

9. Committee Reports – None

10. Mayor

Mayor Todd spoke to a recent meeting of the Housing Affordability Task Force and stated that the next meeting would be taking place on Wednesday, December 16, 2020. He referenced that the winning proponent for the Eastern Ontario Regional Network project to expand broadband reach had been selected and spoke to an upcoming St. Lawrence Corridor Economic Development Commission meeting to be held on December 16, 2020.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to the upcoming meetings for the Prescott Cemetery Board being held on December 11, 2020 and the Arena Fundraising Committee being held on December 15, 2020.

Councillor Jansman spoke to her attendance at an Economic Development meeting with staff and acknowledge Fraser Laschinger for providing videos for the virtual Founder's Day event. She referenced an upcoming BIA meeting being held on Tuesday, December 8, and spoke to the Christmas decorations downtown.

Councillor McConnell spoke to the virtual Founder's Day event and thanked Fraser Laschinger for the videos. He referenced an upcoming take out dinner for Walker House, the updated Prescott Public Library hours, and his attendance at a St. Lawrence Shakespeare Board meeting.

Councillor Ostrander spoke to changes to the Connect Youth Board and asked for an update on the moving of the artifacts from Forwarders' Museum.

Councillor Shankar stated that the Chamber of Commerce had been discussing options for a Christmas event and spoke to an upcoming Wastewater Treatment Facility Management Board meeting to be held on December 10, 2020.

Councillor Young spoke to his attendance at the virtual meetings for the St. Lawrence Lodge Board of Management meeting and the Leeds, Grenville and Lanark District Health Unit Board of Health.

Mayor Todd spoke to the upcoming virtual Tree Lighting Celebration being held on December 11, 2020 at 6 p.m.

12. Staff

12.1 Staff Report 90-2020 - 2021 Council Meeting Schedule

Motion 282-2020: Burton, Shankar

That Council approve that the 2021 Summer Council meeting dates be as follows: July 19 and August 23; and

That the 2021 December Council meeting dates be as follows: December 6 and 13.

Carried

12.2 Staff Report 91-2020 - Updated Animal Control By-law

Motion 283-2020: Jansman, Burton

That Council receive this report for information and forward the revised Animal Control By-law to the Council meeting of January 4, 2020, for final review and consideration.

Carried

Shawn Merriman, Manager of Building and Bylaw, spoke to the report. He highlighted the proposed updates including changes to dog tags, the purchase of a universal microchip reader, and payment options.

Discussion was held regarding limitations to the number of animals per household, licensing other animals, including cats, the process for handling after hour calls, and requesting public comment.

12.3 Budget 2021 Presentation: Assumptions and Information

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file. He provided an overview of the 2021 Budget assumptions and information on revenues and expenses and requested feedback from Council in regards to the Infrastructure Funding under the Active Transportation Infrastructure category.

Discussion was held regarding the dollar figures associated with the increases to benefits, and liability and property insurance.

Further discussion was held regarding a target for the increase to the 2021 property tax.

13. Resolutions – None

14. By-laws

14.1 Clerk Appointment

Motion 284-2020: Young, Burton

That By-law 51-2020, being a by-law to authorize the appointment of Lindsey Veltkamp as Clerk for the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

14.2 Deputy Clerk Appointment

Motion 285-2020: Young, Burton

That By-law 52-2020, being a by-law to authorize the appointment of Kaitlin Mallory as Deputy Clerk for the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business - None

16. Notices of Motion

Motion 286-2020: McConnell, Shankar

That the Rules of Procedure be suspended to allow for Council to consider the following motion regarding funding for charities, community groups and service clubs affected by the COVID-19 pandemic in order to have the motion circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Michael Barrett, Leeds-Grenville-Thousand Island and Rideau Lakes, MPP Steve Clark, Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO); Rural Ontario Municipalities Association (ROMA); and municipalities within Leeds and Grenville.

WHEREAS the World Health Organization characterized COVID-19 as a pandemic on March 11, 2020; and

WHEREAS travel restrictions were put in place March 21, 2020, with emergency orders being established under the *Quarantine Act*; and

WHEREAS the Province of Ontario entered a state of emergency on March 17, 2020; and

WHEREAS the Town of Prescott declared a state of emergency on March 23, 2020; and

WHEREAS the Leeds, Grenville, Lanark District Health Unit have enacted orders under Section 22 of the *Ontario Health Protection and Promotion Act*, 1990; and

WHEREAS the above noted state of emergencies and orders restricted the ability for charities, community groups and service clubs to raise or acquire funds through conventional methods; and

WHEREAS these charities, community groups and service clubs provide vital resources and support critical to community members; and

WHEREAS these charities, community groups and service clubs partner with municipal governments reducing the financial pressures on the government while enhancing the lives of residents; and

WHEREAS The Corporation of Loyalist Township passed a resolution regarding funding for charities, community groups and service clubs affected by the COVID-19 pandemic, at their regular meeting of Council on September 28, 2020, and the Corporation of the Town of Prescott now wishes to also support this resolution.

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Prescott request confirmation from the governments of Ontario and Canada that funding will be available for these local smaller charities, community groups and services clubs;

AND FURTHER THAT a copy of this resolution be sent to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Michael Barrett, Leeds-Grenville-Thousand Island and Rideau Lakes, MPP Steve Clark, Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO); Rural Ontario Municipalities Association (ROMA); and municipalities within Leeds and Grenville.

Carried

17. Mayor's Proclamation – None

18. Closed Session

18.1 Identifiable Individual

Motion 287-2020: Ostrander, Young

That Council move into Closed Session at 7:50 p.m. to address a matter pertaining to:

18.1 Identifiable Individual

- Under Section 239(2)(b) of the Municipal Act, 2001 - personal matters about an identifiable individual, including municipal or local board employees; and

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

Carried

Motion 288-2020: Ostrander, Jansman

That the meeting reconvene in Open Session. (Time: 8:22 p.m.)

Carried

19. Rise and Report

During the Closed Session, Council provided staff with direction in regard to Item 18.1-Identifiable Individual.

20. Confirming By-Law – 53-2020

Motion 289-2020: Ostrander, Shankar

That By-Law 53-2020, being a by-law to confirm the proceedings of the Council meeting held on December 7, 2020, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 290-2020: Burton, Young

That the meeting be adjourned to Monday, December 14, 2020, at 6:00 p.m. (Time: 8:24 p.m.)

Carried

Mayor

Clerk