



**PRESCOTT TOWN COUNCIL**

**MINUTES**

**Monday, December 14, 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, Dana Valentyne, Economic Development Officer

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**1. Call to Order**

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

**2. Approval of Agenda**

Motion 291-2020: McConnell, Ostrander

That the amended agenda for the Council meeting of December 14, 2020, be approved as amended.

Carried

The agenda was amended by adding a resolution under Item 16 – Notices of Motion.

**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 292-2020: Shankar, Burton

That the Council minutes of December 7, 2020, be accepted as presented.

Carried

**7. Communications & Petitions – None**

**8. Consent Reports**

Motion 293-2020: Ostrander, Burton

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

Carried

**8.1 Council Information Package (under separate cover)**

1. Prescott Fire Department Fire Report – November 2020
2. BIA Minutes – November 10, 2020
3. 2021 Prime Minister's Awards – Call for Nominations
4. City of Hamilton Resolution re: Temporary Cap on Food Delivery Service Charges
5. Municipality of Southwest Middlesex Resolution re: Drainage Matters: CN Rail
6. Municipality of Leamington Resolution of Support re: Support of Municipality of Tweed Resolution 343 regarding Cannabis Production Facilities, the Cannabis Act, and Health Canada Guidelines
7. Town of Orangeville Resolution re: Conservation Authorities Act: Schedule 6 of Bill 229
8. Township of Puslinch Resolution re: Proposed Changes to the Conservation Authorities Act: Schedule 6 of Bill 229

## **9. Committee Reports – None**

## **10. Mayor**

Mayor Todd congratulated Rosanne Philips of the Royal Canadian Legion Branch #97 in acknowledgment of 50 years of service.

Mayor Todd thanked the Prescott Fire Department for their facilitation of the pop-up Christmas parade and thanked Town staff for the added efforts in the beautification of the downtown core.

Mayor Todd spoke to the recent announcement of the closure of the South Grenville Journal.

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

Councillor Burton spoke to her attendance at the Prescott Cemetery Board meeting, held on December 11, 2020, and welcomed Valerie Schultz as secretary of the board. Councillor Burton also extended a note of thanks to the Prescott Fire Department for its parade efforts this Christmas.

Councillor Jansman spoke to the Prescott Fire Department's pop-up parade and wished everyone a Merry Christmas.

Councillor McConnell thanked the Prescott Fire Department. He referenced the updated Library hours and wished residents and staff a Merry Christmas.

Councillor Ostrander spoke to an upcoming Arena Fundraising Committee Meeting, being held on December 15, and the Connect Youth Board meeting scheduled for December 17. He thanked the Prescott Fire Department and wished everyone a Merry Christmas and Happy New Year.

Councillor Shankar thanked the Prescott Fire Department and the Operations department for added efforts in decorating the downtown. He spoke to current Economic Development initiatives and wished Council, residents, and staff a Merry Christmas.

Councillor Young thanked the Prescott Fire Department for the parade and wished everyone a Merry Christmas.

## **12. Staff**

### **12.1 Staff Report 92-2020 – Shop Local Promotions & Digital Main Street Update**

Dana Valentyne, Economic Development Officer, spoke to the report. She referenced current promotions, ongoing advertising, and the Digital Main Street program.

Discussion was held regarding the Prescott Proud Dollars promotion, eligibility for the Digital Main Street program, and organizing an Economic Development review.

## **12.2 Staff Report 93-2020 – COVID Grant Program for Non-profit Organizations - Allocations**

Motion 294-2020: Burton, Young

That Council approve the following COVID-19 Grants for Non-profit Organizations

1.	Prescott and District Lion's Club	\$5,000
2.	Prescott Curling Centre	\$10,000
3.	Prescott Lawn Bowling Club	\$1,000
4.	Branch 97 Royal Canadian Legion	\$14,000

Subject to the following conditions:

- That the revenue and expenses up to December 31, 2020, be confirmed and verified by January 22, 2021
- That the allocations approved be a maximum grant amount but will be reduced if the confirmation of revenue and expenses identifies a lower amount is appropriate.
- That any COVID-19 related grant programs, from another level of government, for fixed costs up to December 31, 2020, that the organization becomes eligible or approved for prior to January 21, 2021, would be taken into account and subtracted from the approved grant allocation.
- That the grants be paid to the organizations by January 31<sup>st</sup>, 2021

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the purpose of the program, the number of applications received, and provided an analysis of the applications.

## **12.3 Staff Report 94-2020 – COVID Resiliency Infrastructure Grant**

Motion 295-2020: McConnell, Young

That Council direct staff to submit an application for the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure

Stream for the project outlined in staff report 94-2020, by December 21, 2020 in the amount of \$100,516.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the possible uses of the infrastructure grant funding.

Discussion was held regarding the durability and material for the shade areas, increasing the number of trees in Riverwalk Park, and the addition of solar lighting along pathways.

#### **12.4 Staff Report 95-2020 – 2020 Community Grant Program Allocations**

Motion 296-2020: Young, Shankar

That Council approve the following 2020 Community Grant payments:

- \$2,400 South Grenville Minor Hockey
- \$3,400 Prescott Figure Skating Club
- \$1,000 Volunteer Centre of St. Lawrence-Rideau
- \$1,000 Spirit of Giving

Carried

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

Discussion was held regarding increasing the allocation to the Spirit of Giving.

#### **12.5 Budget 2021 Presentation: Health and Social Services**

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

Discussion was held regarding updates from the Joint Services Committee, the Housing Affordability Task Force, and the housing budget.

Further discussion was held regarding St. Lawrence Lodge estimated increase and the timeline for receiving St. Lawrence Lodge budget.

**13. Resolutions – None**

**14. By-laws**

#### **14.1 2021 Council Appointments**

Motion 297-2020: Ostrander, Burton

That By-Law 54-2020, being a by-law to appoint members of Council to boards and commissions, to appoint members of Council to the Committees of Council, and the appointments of Deputy Mayor for the year 2021.

Carried

#### **15. New Business**

Discussion was held regarding support from neighbouring municipalities in regards to the joint submission of a Commuter Strategy Pilot Project to the Eastern Ontario's Leadership Council.

#### **16. Notices of Motion**

Motion 298-2020: Ostrander, McConnell

That the Rules of Procedure be suspended to allow for Council to consider the following motion regarding the eligibility of the South Grenville Journal for the Canada Emergency Wage Subsidy in order to have the motion circulated to the Honourable Carla Qualtrough, Minister of Employment, Workforce Development and Disability Inclusion, the Honourable Jean-Yves Duclos, President of the Treasury Board, the Honourable Chrystia Freeland, Minister of Finance, the Honourable Michael Barret, Member of Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, and Leeds and Grenville municipalities in a timely fashion.

Carried

Motion 299-2020: Burton, Young

Whereas the Prescott Journal has been in existence since March 13, 1890 in various forms; and

Whereas the Prescott Journal has provided independent local journalism to the Grenville community for generations; and

Whereas the South Grenville Journal has built upon the reputation, integrity, and service to the local community that had been established by the Prescott Journal starting in January of 2020; and

Whereas the South Grenville Journal started as a new entity in January of 2020;  
and

Whereas the Canada Emergency Wage Subsidy that started in March of 2020,  
compares the revenue for the same month in the prior year or January and  
February of 2020, to determine a revenue decrease; and

Whereas the South Grenville Journal being a new business had a low level of  
revenue in January and February of 2020, upon which the Canada Emergency  
Wage Subsidy is calculated and therefore they do not qualify; and

Whereas the Prescott Journal being the predecessor of the South Grenville  
Journal would have an established level of revenue in 2019 that would be the  
best estimator to determine the decrease in revenue that the South Grenville  
Journal is experiencing due to COVID-19.

Now therefore, The Corporation of the Town of Prescott calls on the Federal  
Government to adjust the eligibility of the Canada Emergency Wage Subsidy to  
take into account businesses, like the South Grenville Journal, that started prior  
to COVID-19 and have a predecessor that would establish the effects COVID-19  
has had on revenues of the business better than using January and February of  
2020.

That a copy of this resolution be sent to the Honourable Carla Qualtrough,  
Minister of Employment, Workforce Development and Disability Inclusion, the  
Honourable Jean-Yves Duclos, President of the Treasury Board, the Honourable  
Chrystia Freeland, Minister of Finance, the Honourable Michael Barret, Member  
of Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, and all  
Leeds and Grenville municipalities.

Carried

**17. Mayor's Proclamation – None**

**18. Closed Session**

**18.1 Identifiable Individual**

Motion 300-2020: Ostrander, Young

That Council move into Closed Session at 7:23 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 301-2020: Ostrander, Young

That the meeting reconvene in Open Session. (Time: 7:49 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 – 55-2020**

Motion 302-2020: Jansman, Burton

That By-Law 55-2020, being a by-law to confirm the proceedings of the Council meeting held on December 14, 2020, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

## **21. Adjournment**

Motion 303-2020: Ostrander, Shankar

That the meeting be adjourned to Monday, January 4, 2021, at 6:00 p.m. (Time: 7:52 p.m.)

Carried

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Mayor

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Clerk