



**PRESCOTT TOWN COUNCIL**

**MINUTES**

**Monday, May 4, 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, Kimberley Casselman, Director of Administration/Clerk, Lindsey Veltkamp, Deputy Clerk, Dana Valentyne, Economic Development Officer

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**1. Call to Order**

Mayor Todd called the meeting to order at 6:02 p.m. He welcomed Council members and staff joining via video.

**2. Approval of Agenda**

Motion 85-2020: Burton, Ostrander

That the agenda for the Special Council meeting of May 8, 2020, be approved as presented.

Carried

**3. Declarations of Interest – None**

#### **4. Minutes of the previous Council meetings**

##### **4.1 Special Council Meeting – April 22, 2020**

Motion 86-2020: Shankar, Young

That the Special Council minutes dated April 22, 2020, be accepted as presented.

Carried

#### **5. Communications & Petitions**

##### **5.1 Action Items - None**

##### **5.2 Information Items (under separate cover)**

Motion 87-2020: Shankar, Jansman

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

Carried

1. Prescott Fire Department Report – February & March
2. Prescott BIA Minutes – February & March 2020
3. Walker House, Events Calendar – May 2020
4. Municipal Emergency Control Group Minutes – March 13, 2020 – April 22, 2020
5. Norfolk County Letter re: Issues regarding the mapping of Provincially Significant Wetlands (PSWs)
6. Grey County Resolution re: Supporting 100% Canadian Wines Excise Exemption
7. Corporation of the City of Sault Ste. Marie Resolution re: Support for Conservation Authorities
8. Town of Ajax Resolution re: Supporting Conservation Authorities
9. Corporation of the Town of Midland Resolution re: Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the Year 2020 – Financial help to alleviate the suffering from COVID-19 Pandemic
10. The Corporation of the Municipality of West Nipissing Resolution re: Legislative Changes in Bill 132
11. The Corporation of the Township of Tyendinaga Resolution re: Motion of Support for a peaceful conclusion to the ongoing rail disruptions and encouragement for ongoing discussions for a solution to the Costal GasLink Project
12. The Corporation of the Town of Grand Valley Resolution re: Support for Bill 156
13. The Corporation of the Town of Kirkland Lake Resolution re: Support for Bill 156
14. Township of Armour Resolution re: High Speed Internet Connectivity in Rural Ontario

## 6. Staff

### 6.1 Staff Report 27-2020 – COVID-19 Actions Update – May 4, 2020

Matthew Armstrong, CAO/Treasurer, provided an overview of the report. He referenced the creation of a Mayor's Economic Recovery Task Force, fees for Commercial Compost Site drop-off, and updating the streetlights on Water Street.

Dana Valentyne, Economic Development Officer, spoke to participation with the Leeds Grenville County Business Working Group and survey results of the Leeds Grenville County wide business impacts survey. She referenced sponsorship of weekly business ads in the South Grenville Journal, and supporting the Good News Initiative administered by the Prescott BIA.

Discussion was held regarding commercial compost fees, the proposed economic recovery task force, and the timeline for installing the LED lights on Water Street. Mayor Todd spoke to the potential opening of the Prescott boat launch. Council members expressed agreement with opening the launch.

Motion 88-2020: Shankar, Jansman

That Council approve the creation of a working group entitled "Mayor's Economic Recovery Task Force" with this working group being chaired by Mayor Todd and including the Economic Development Portfolio Chair, the member of Council that is the liaison to the South Grenville Chamber of Commerce, and leaders of the business community, along with representatives of partnering organizations, and other levels of government, as invited by the Mayor to participate; and that staff be directed to support this working group.

Carried

Motion 89-2020: Young, Burton

That Council approve the implementation of a Commercial Compost Site drop-off fee as outline below:

- Small Commercial Compost Drop-off Pass
  - Limited to 5 loads of compost material for \$75
  - Would average \$15 dollars per load
- Unlimited Commercial Compost Drop-off Pass
  - \$250 for unlimited dumping access for the season
  - If there were 25 loads, then the average cost would be \$10

Carried

Motion 90-2020: Young, McConnell

That Council approve the upgrading of the streetlights on Water Street to LED to coincide with the Bell Canada upgrades currently being done to make Bell Fibe available in the Town of Prescott at an approximate cost of \$39,000.

Carried

Motion 91-2020: Burton, Shankar

That staff be directed to prepare and open the boat launch on Friday, May 8, 2020.

Carried

## **6.2 Staff Report 28-2020 – 2020 Community Grant Program Allocation**

Matthew Armstrong, CAO/Treasurer spoke to the report. He spoke to the requests from organizations that have already received funds due to time sensitivity and provided Council with a list of the remaining requests.

Discussion was held regarding the various grant requests and the possibility of deferring some of them to a later date.

Motion 92-2020:Young, Burton

That Council approve the 2020 Community Grant allocations, as outlined in Staff Report 25-2020, in a total amount of \$49,100, and that staff be directed to issue the 2<sup>nd</sup> intake for community grants on June 1<sup>st</sup> with a deadline for submissions on June 30<sup>th</sup>.

Withdrawn

Motion 91-2020: Jansman, Burton

That Council approve the following 2020 Community Grant payments:

- \$2,400 for South Grenville Minor Hockey
- \$2,500 for Kings Kitchen
- \$3,400 for Prescott Figure Skating Club; and

That the Community Grant payments be deferred for the following organizations:

- Prescott Minor Soccer
- Girls Incorporated
- Volunteer Centre of St. Lawrence-Rideau
- Grenville Historical Society
- Fire Department Parade
- Spirit of Giving
- St. Lawrence Shakespeare Festival; and

That staff be directed to invite the St. Lawrence Shakespeare Festival to present at the next Council meeting regarding their grant request.

Carried

### **6.3 Staff Report 29-2020 – 2020 Capital and Operational Projects**

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the status of various projects for 2020, projects that could be deferred until 2021, and projects that may be eligible for future funding.

Discussion was held regarding the timeline for the Splash Pad construction, the possibility of deferring the third phase of the second floor renovations of Town Hall, and the provided estimate for the break wall project.

### **6.4 Staff Report 30-2020 – 2020 Cash Flow Projection**

Matthew Armstrong, CAO/Treasurer, spoke to the report. He stated that the report was to provide context to how the cashflow of the Town may be affected due to the COVID-19 situation.

Discussion was held regarding salary expenses, seasonal staffing, and marina operations.

## **7. Mayor's Proclamation**

Mayor Todd proclaimed the week of May 3 – 9, 2020, as Emergency Preparedness Week in the Town of Prescott.

## **8. Closed Session**

### **8.1 Purchase & Sale**

Motion 92-2020: Jansman, Ostrander

That Council move into Closed Session at 8:38 p.m. to address matters pertaining to:

#### 8.1 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, Deputy Clerk, and Economic Development Officer remain in the electronic meeting.

Carried

Motion 93-2020: McConnell, Young

That the meeting reconvene in Open Session (Time: 9:03 p.m.)

Carried

## **9. Rise and Report**

During the Closed Session, Council received information on Item 8.1 Purchase & Sale.

## **10. Confirming By-Law – 16-2020**

Motion 94-2020: Ostrander, Jansman

That By-Law 16-2020, being a by-law to confirm the proceedings of the Special Council meeting held on May 4, 2020, be read a first and second time.

Carried

Motion 95-2020: Young, Shankar

That By-Law 16-2020, being a by-law to confirm the proceedings of the Special Council meeting held on May 8, 2020, be read a third time, passed and signed by the Mayor and Clerk.

Carried

**11. Adjournment**

Motion 96-2020: Ostrander, McConnell

That the meeting be adjourned. (Time: 9:05 p.m.).

Carried

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Mayor

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Clerk