



**PRESCOTT TOWN SPECIAL COUNCIL  
MINUTES**

**Tuesday, September 8, 2020**

**6:00 p.m.**

**Council Chambers**

**360 Dibble St. W.**

**Prescott, Ontario**

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, Barry Moorhouse, Fire Chief, Dana Valentyne, Economic Development Officer, Shawn Merriman, Manager of Building & By-law

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**1. Call to Order**

Mayor Todd called the Special Council meeting to order at 6:03 p.m.

**2. Approval of Agenda**

Motion 185-2020: Young, Shankar

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

Carried

**3. Declarations of Interest – None**

#### **4. Delegations**

##### **4.1 Rob Smith - Trees on King Street**

Rob Smith spoke to the need for more trees along King Street. He spoke to suggested locations, the benefit of trees in downtown areas, and options for tree species.

Discussion was held regarding streetscape in the downtown area, the option of adding trees in large planters, and creating a streetscape plan.

##### **4.2 George Tierney - Upper Canada FolkFest**

George Tierney provided an overview of the upcoming Upper Canada FolkFest event. He spoke to similar events in the area, the event's entertainment lineup, and the hope to grow the event in the years to come. Mr. Tierney requested that Council support the event.

Motion 186-2020: Young, Ostrander

That Council waive the rules of procedure and approve a \$1,000 donation to the Upper Canada FolkFest.

Carried

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

##### **5.1 Special Council Minutes - August 10, 2020**

Motion 187-2020: McConnell, Jansman

That the Special Council minutes dated August 10, 2020, be accepted as presented.

Carried

#### **6. Communications & Petitions**

##### **6.1 Action Items - None**

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

Motion 188-2020: Shankar, Ostrander

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

Carried

1. Municipal Emergency Control Group Minutes – August 14, 2020
2. Township of Augusta re: Notice of Complete Application and Public Notice
3. Township of Augusta re: Application to Amend the Zoning By-law

4. Front of Younge Township Resolution of Support re: Investment in Broadband and Cellular Infrastructure
5. Corporation of the Township of Madawaska Valley Resolution of Support re: Investment in Broadband and Cellular Infrastructure
6. Corporation of Champlain Township Resolution of Support re: Investment in Broadband and Cellular Infrastructure
7. Front of Younge Township Resolution of Support re: Health/Safety Guide for Businesses relating to COVID-19
8. St. Catharines City Council Resolution re: Support to the City of Toronto in their Legal Challenge of the Amendments made under Bill 184, Section 83
9. The City of Elliot Lake Resolution re: Designation of August 1 as "Emancipation Day" in Canada
10. Municipality of West Grey Resolution re: Anti-racism resolution

Councillor McConnell spoke to Item # 2 and Item #3 and thanked the Township of Augusta for sharing the notice and application.

## **7. Staff**

### **7.1 Presentation - Prescott & Edwardsburgh Cardinal Fire Services Agreement**

Barry Moorhouse, Fire Chief, spoke to the presentation. A copy of the PowerPoint presentation is held on file. He provided Council with a background of the current agreement, summary of calls over the past five years, and the suggested base rate and hourly response rate.

Discussion was held regarding the base amount, when the agreement would come into effect if approved, if equipment was included in the equation, the Town's insurance coverage, and cost recovery.

Further discussion was held regarding the mutual aid agreement and next steps. Matthew Armstrong, CAO/Treasurer, stated that the Council of Edwardsburgh Cardinal would be discussing the agreement next week and asked that Council provide feedback to staff regarding the draft agreement.

### **7.2 Staff Report 59-2020 - Procedural By-Law Update**

Kimberley Casselman, Director of Administration/Clerk, spoke to the report. She referenced the updates to the by-law based on the discussion from the previous meeting, feedback received from members of Council, and the option of eliminating moving forward with a new meeting schedule. Discussion was held regarding consent agendas, reconsideration of motions, and assigned seating for members of Council in the Council Chambers.

### **7.3 Staff Report 60-2020 - Parking on Boundary Street**

Shawn Merriman, Manager of Building & By-law, spoke to the report. He referenced the concerns received regarding Boundary Street, the parking spaces, the recent delegation from residents located on Boundary Street, and limited sightlines at some intersections.

Discussion was held regarding the options provided in the report, the need for select bushes to be trimmed in order to improve sight lines, and suggested distance for no parking on Boundary from King Street.

Motion 189-2020: Young, Ostrander

That Council approve that the Parking By-law be amended to permit on-street parking on Boundary Street from Dibble Street south to King Street but not permit on-street parking approximately 60 metres from King Street and 25 metres from the intersections of Dibble Street and James Street.

Carried

### **7.4 Staff Report 61-2020 - By-Law Enforcement Activity within the Town of Prescott - January 1 through June 30, 2020**

Shawn Merriman, Manager of Building & By-law, spoke to the report. Discussion was held regarding the ongoing issue of smoking at Kelly's Beach.

### **7.5 Staff Report 62-2020 - Construction Activity in the Town of Prescott - January through June 2020**

Shawn Merriman, Manager of Building & By-law, provided an overview of the report.

### **7.6 Staff Report 63-2020 - CAO Update**

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced that the Sidewalk Plow RFP had closed and that three bids had been received, the request from the Fort Town Night Run to close parking on the south parking lane on King Street, and the east sidewalk on Edward Street from King Street to Water Street.

Discussion was held regarding saving the trees on Water Street, the option of installing planters, tree removal, and the size of the current sidewalk.

Further discussion was held regarding the letters of support received by the FTNR from select businesses downtown for closing the parking lane on King Street, feedback from

the OPP, and keeping detailed records of expenses being covered by the town for the event.

Motion 190-2020: Burton, Jansman

That Council approve that the parking space area along the south side of King Street be closed from St. Lawrence Street to Edward Street for the 2020 Fort Town Night Run.

Carried

Council recessed at 8:27 p.m.

Council resumed at 8:37 p.m.

## **8. By-laws**

### **8.1 Service Line Warranties of Canada Inc. - Marketing License Agreement**

Motion 191-2020:

That By-Law 32-2020, being a by-law to authorize a marketing license agreement between the Corporation of the Town of Prescott and Service Line Warranties of Canada Inc., be read a first and second time.

Carried

Motion 192-2020:

That By-Law 32-2020, being a by-law to authorize a marketing license agreement between the Corporation of the Town of Prescott and Service Line Warranties of Canada Inc., be read a third time and passed and signed by the Mayor and Clerk.

Carried

### **8.2 Sale of Land - Development Drive**

Motion 193-2020: Jansman, Burton

That By-Law 33-2020, being a by-law to authorize the sale of approximately 55 acres of land along Development Drive by the Corporation of the Town of Prescott to Dhaval Patel, be read a first and second time.

Carried

Motion 194-2020: Jansman, Burton

That By-Law 33-2020, being a by-law to authorize the sale of

approximately 55 acres of land along Development Drive by the Corporation of the Town of Prescott to Dhaval Patel, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the by-law.

Discussion was held regarding the agreement clauses, the MTO traffic study, water and sewer connection fees, potential costing involved with extending Development Drive, and the agreement conditions.

Motion 195-2020: Ostrander, McConnell  
That the meeting be extended. (Time: 8:49 p.m.)

Carried

## **9. Closed Session**

Motion 196-2020: Young, Shankar  
That Council moved into Closed Session at 8:50 p.m. to address matters pertaining to:

### **9.1 Committee/Board Appointments**

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

### **9.2 Purchase & Sale**

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

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

Carried

Motion 197-2020: Young, Shankar  
That the meeting reconvene in Open Session. (Time: 9:41 p.m.)

Carried

## **10. Rise and Report**

During the Closed Session, staff received direction on Item # 9.1 – Committee/Board Appointments and Item # 9.2 – Purchase & Sale.

Mayor Todd provided background on the sale of land on Development Drive to Blacks Creek Innovations Inc. He spoke to the company, the plans for the property, and potential employment opportunities. Mayor Todd welcomed Blacks Creek Innovations Inc. to Prescott.

## **11. Confirming By-Law – 34-2020**

Motion 198-2020: Ostrander, Shankar

That By-Law 34-2020, being a by-law to confirm the proceedings of the Special Council meeting held on September 8, 2020 be read a first and second time.

Carried

Motion 199-2020: Ostrander, Shankar

That By-Law 34-2020, being a by-law to confirm the proceedings of the Special Council meeting held on September 8, 2020, be read a third time, passed and signed by the Mayor and Clerk.

Carried

## **12. Adjournment**

Motion 200-2020: Shankar, Ostrander

That the meeting be adjourned to Monday, September 21, 2020, at 6:00 p.m. (Time: 9:46 p.m.).

Carried

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Mayor

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Clerk