1. Call to Order

2. Approval of Agenda

   Suggested Motion
   "THAT the agenda for the Council Meeting of June 26, 2017, be approved as presented."

3. Declarations of Interest

4. Presentations

5. Delegations

6. Minutes of the previous Council meetings

   6.1 Regular Council Minutes - May 23, 2017

       Suggested Motion
       "THAT the Council minutes of May 23, 2017, be accepted as presented."

   6.2 Special Council Minutes - June 5, 2017

       Suggested Motion
       "THAT the Special Council minutes of June 5, 2017, be accepted as presented."
7. Communications & Petitions

7.1 Action Items

7.2 Information Items (under separate cover)

Suggested Motion
"THAT the information items under separate cover be received and filed."

8. Committee Reports

8.1 Committee of the Whole Report 11-2017 - June 5, 2017

a. Committee of the Whole minutes dated June 5, 2017

Suggested Motion
"THAT the Committee of the Whole minutes dated June 5, 2017, be accepted as presented."

8.2 Committee of the Whole Report 12-2017 - June 19, 2017

a. Committee of the Whole minutes dated June 19, 2017

Suggested Motion
"THAT the Committee of the Whole minutes dated June 19, 2017, be accepted as presented."

b. Commercial / Industrial Vacancy Rebate Program

Suggested Motion
"THAT Council phase out the Vacancy Rebate Program for Commercial and Industrial Properties by reducing the rebate rate to 15% in 2017 and 0% in 2018; and

That Council direct staff to develop a revised Community Improvement Plan that would be supported by the funds previously used to provide vacancy rebates to commercial and industrial property owners in the Town of Prescott."
c. **Woodlawn Subdivision - Mapleview Homes**

**Suggested Motion**

"**THAT** Council authorize the undertaking of preliminary engineering investigations consisting of topographic mapping and a geotechnical review of Woodland Drive in order to allow detailed cost estimates for the eventual construction of the road and related infrastructure services from Fischl to McAuley Road; and

**That** Council authorize the use of monies in the water and waste water reserves to undertake the required engineering investigation."

9. **Mayor**

10. **Outside Boards, Committees and Commissions**

11. **Staff**

11.1 **Staff Report 35-2017 - Exemption for Ministry of Transportation from Town of Prescott Noise By-law**

**Suggested Motion**

"**THAT** Council approve exempting the Ministry of Transportation from the municipality’s Noise Bylaw to permit work to be done on the Highway 401 and Edward Street interchange ramps."

11.2 **Staff Report 36-2017 - Encroachment Agreement - 138 King Street West - Bank of Montreal**

**Suggested Motion**

"**THAT** Council approve the proposed encroachment agreement subject to the conditions listed in this report."

11.3 **Staff Report 37-2017 - May 2017 Financial Report**

**Suggested Motion**

"**THAT** the attached Financial Operating Budget, Capital Budget, Reserve Funds and Long Term Debt Reports for May 31, 2017 be accepted for information purposes."
12. **Resolutions**

12.1 **Summer Meeting Schedule**

**Suggested Motion**

"THAT Council approve that the summer Council meeting schedule be as follows: Monday, July 17th and Monday, August 14th at 6:30 p.m."

13. **By-laws**

13.1 **Encroachment Agreement - 138 King Street West**

**Suggested Motion**

"THAT By-law 29-2017, being a by-law to permit an encroachment at 138 King Street West, be read a first and second time."

**Suggested Motion**

"THAT By-law 29-2017, being a by-law to permit an encroachment at 138 King Street West, be read a third time, passed and signed by the Mayor and Clerk."

14. **New Business**

15. **Notices of Motion**

16. **Mayor’s Proclamation**

17. **Period for Media Questions**

18. **Closed Session**

19. **Rise and Report**

20. **Confirming By-Law – 30-2017**

**Suggested Motion**

“THAT By-Law 30-2017, being a by-law to confirm the proceedings of the Council meeting held on June 26, 2017, be read a first and second time.”

**Suggested Motion**

“THAT By-Law 30-2017, being a by-law to confirm the proceedings of the Council meeting held on June 26, 2017, be read a third time, passed and signed by the Mayor and Clerk.”

21. **Adjournment**
1. Call to Order
Mayor Todd called the meeting to order at 6:34 p.m.

2. Approval of Agenda
Motion 219-2017: Ostrander, McConnell
That the agenda for the Council Meeting of May 23, 2017, be approved as presented.
Carried
3. **Declarations of Interest**

Mayor Todd declared a conflict of interest in regard to Item 18.2 – Purchase and Sale.

4. **Presentations** - None

5. **Delegations** - None

6. **Minutes of the previous Council meetings**

   6.1 **Regular Council Minutes - April 24, 2017**

     Motion 220-2017: Burton, Young
     That the Council minutes of April 24, 2017, be accepted as presented.

     Carried

   6.2 **Special Council Minutes - May 15, 2017**

     Motion 221-2017: Young, Ostrander
     That the Special Council minutes of May 15, 2017, be accepted as presented.

     Carried

7. **Communications & Petitions**

   7.1 **Action Items** - None

   7.2 **Information Items (under separate cover)**

     Motion 222-2017: Laschinger, Jansman
     That the information items under separate cover be received and filed.

     Carried
1. The Royal Canadian Legion (Fort Wellington Branch) Thank You Letter
2. Prescott Fire Department Council Report – April 2017
3. Prescott Women In Business email re: Funding Request
4. Minister Responsible for Seniors Affairs letter re: Seniors’ Month in Ontario
5. United Counties of Leeds and Grenville Media Release
7. Township of Augusta resolution re: Resolution of Support – Mandatory Codes of Conduct for Local Boards and Expanded Integrity Commissioner Regime
8. Township of Augusta resolution re: Speed Reduction on 400 Series Highways During Inclement Weather
9. Township of Elizabethtown-Kitley resolution re: Tree/Forest Coverage & Potential County Wide Tree Retention/Forest Conservation By-law
10. Township of Adjala – Tosoronto resolution re: Canada’s 150th Birthday
11. Township of Lake of Bays resolution re: Request for Moratorium on the Current Accommodation Review Process
12. Township of West Lincoln resolution re: Request for Moratorium on the Current Accommodation Review Process
13. Town of Lakeshore resolution re: Restrictions of Surplus Dwelling Severances in Areas Zoned Agriculture
14. Township of North Frontenac resolution re: Hydro Reduction of 25% Not Applicable to Seasonal Residents
15. Township of Essa resolution re: New Driver Safety Signs

Councillor Laschinger spoke to Item # 4. He spoke to the importance of the recognition of seniors’ contributions within the community.

Mayor Todd spoke to Item # 8.

8. Committee Reports

8.1 Committee of the Whole Report 09-2017 - May 1, 2017

a. Committee of the Whole minutes dated May 1, 2017

Motion 223-2017: Jansman, Laschinger
That the Committee of the Whole minutes dated May 1, 2017, be accepted as presented.

Carried
8.2 Committee of the Whole Report 10-2017 - May 15, 2017

a. Committee of the Whole minutes dated May 15, 2017

Motion 224-2017: Burton, Young
That the Committee of the Whole minutes dated May 15, 2017, be accepted as presented.

Carried

9. Mayor

Mayor Todd thanked staff for keeping the public informed about potential flooding issues within the Town. He also wished to thank Jacqueline Schoemaker-Holmes for organizing the Funding Fundamentals for Business Owners workshop held on May 16.

10. Outside Boards, Committees and Commissions

Councillor Burton spoke to the upcoming Business Showcase and Expo taking place from June 9 to June 10, and the Eastern Ontario Fire Association games taking place on June 17 in North Augusta.

Councillor Jansman spoke to her attendance at the Leeds, Grenville & Lanark District Health Unit Board of Health meeting held on May 18.

Councillor Laschinger spoke to his attendance at the Loyalist Days Working Group meeting held on May 10 and the Community Yard Sale held on May 13. He spoke to the upcoming Doors Open event taking place on May 27 and 28.

Councillor McConnell spoke to his attendance at the Wastewater Treatment Facility Management Board meeting held on May 11 and the Library Board meeting on May 16.

Councillor Ostrander spoke to his attendance at the South Nation Conservation Authority’s 70th Anniversary Celebration held on May 11 and the South Grenville Chamber of Commerce meeting held on May 18. He spoke to the upcoming Charlie McFarland Golf Tournament being held on May 26.

Councillor Young spoke to the Prescott Fire Department Council Report.
11. Staff


Motion 225-2017: Jansman, Laschinger
That the attached Financial Operating Budget, Capital Budget, Reserve Funds and Long Term Debt Reports for April 30, 2017 be accepted for information purposes.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report. Discussion was held regarding marina dock wiring and receiving an update on the Capital Budget items at a future meeting.

11.2 Staff Report 31-2017 - Provision of Improved Intersectional Treatments

Motion: Ostrander, McConnell
That Council approve that staff implement the following intersection improvements within the next 90 days:

1. Remove the traffic lights at King St. and Centre St. and King St. and George St. and install pedestrian activated signalized cross walks with related pavement markings;
2. Remove the traffic lights at King St. and St. Lawrence and install pedestrian activated signalized cross walks with overhead flashing amber signals and related pavement markings;
3. Install pedestrian activated signalized cross walks with related pavement markings at Edward St. and Irvine St.; and
4. Improve line painting at Edward St. and Churchill St.

The following amendment to the main motion was put forward:

Motion 227-2017: Young, Ostrander
That the main motion be amended by adding “overhead flashing amber signals” to recommendations #1 and #3.

Carried
Motion 226-2017: Ostrander, McConnell
That Council approve that staff implement the following intersection improvements within the next 90 days:

1. Remove the traffic lights at King St. and Centre St. and King St. and George St. and install pedestrian activated signalized cross walks with overhead flashing amber signals and related pavement markings;
2. Remove the traffic lights at King St. and St. Lawrence and install pedestrian activated signalized cross walks with overhead flashing amber signals and related pavement markings;
3. Install pedestrian activated signalized cross walks with overhead flashing amber signals and related pavement markings at Edward St. and Irvine St.; and
4. Improve line painting at Edward St. and Churchill St.

Carried

Pierre Mercier, CAO, provided background on the report. He spoke to the quotes received, warranties, and costing.

Discussion was held regarding line painting, options for crosswalks along King Street East at Boundary Street, Russell Street, and Vankoughnet Street, signage for new stop signs, and staff providing Council with an updated cost reflecting the additions of the overhead flashing amber signals.

11.3 Staff Report 32-2017 - Amphitheatre Storage Building

Motion 228-2017: Laschinger, Jansman
That Council approve the relocation of the Shakespeare Company ticket booth and sales pavilion to an area off of the pedestrian walkway; and

That the existing storage building be repurposed as a storage facility in Centennial Park in exchange for the exclusive use of a Town trailer to be located at the east end of the RiverWalk Park parking area.

Carried

Pierre Mercier, CAO, provided an overview of the report. Discussion was held regarding the location of the trailer, and the benefit of its portability.
12. Resolutions

12.1 Councillor Burton - Automated External Defibrillators

Motion 229-2017: Burton, Young

WHEREAS Automated External Defibrillators are used to treat sudden cardiac arrest and have been proven to be life-saving during the waiting time period for emergency services; and

WHEREAS for every minute a person in cardiac arrest goes without being successfully treated by defibrillation, the chance of survival decreases by 7 percent in the first, and decreases by 10 percent per minute as time advances past 3 minutes; and

WHEREAS Andrew Stoddart, a 15 year old boy, passed away while playing soccer in Kintore, Ontario, and an AED on site may have increased his odds of survival; and

WHEREAS several municipalities in the Kintore, Ontario region have requested that their local school board implement a policy for having AED’s in place in all of their public elementary and secondary schools; and

WHEREAS the Upper Canada District School Board has yet to put together such a policy for having AED’s in place at all of their elementary and secondary schools;

THEREFORE BE IT RESOLVED THAT the Corporation of the Town of Prescott requests that the Premier and Minister of Education develop a policy that enables all schools and school boards in Ontario, including the Upper Canada District School Board and the Catholic District School Board of Eastern Ontario, that allows individual elementary and secondary schools to have an AED installed in their schools; and

THAT the Corporation of the Town of Prescott request that the Upper Canada District School Board and the Catholic District School Board of Eastern Ontario develop a policy to install AEDs in all of their schools as soon as possible for the safety of our children; and

THAT this resolution be sent to the Premier, the Minister of Education, MPP Steve Clark, the Upper Canada District School Board, the Catholic District School Board of Eastern Ontario, and Leeds and Grenville municipalities for consideration and support.

Carried
Councillor Burton spoke to the resolution. Discussion was held regarding the testing of the Town’s AEDs.

13. **By-laws**

13.1 **Ontario Transfer Payment Agreement - Celebrate Ontario 2017 (Loyalist Days)**

Motion 230-2017: Laschinger, Jansman
That By-law 23-2017, being a by-law to authorize a Transfer Payment Agreement between Her Majesty The Queen in Right of Ontario and the Corporation of the Town of Prescott, be read a first and second time.

Carried

Motion 231-2017: Laschinger, Jansman
That By-law 23-2017, being a by-law to authorize a Transfer Payment Agreement between Her Majesty The Queen in Right of Ontario and the Corporation of the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Councillor Laschinger provided an overview of the by-law.

13.2 **Capping Thresholds**

Motion 232-2017: Jansman, Laschinger
That By-law 24-2017, being a by-law to adopt optional tools for the purposes of administering limits for the Commercial, Industrial and Multi-Residential Property Classes for the year 2017, be read a first and second time.

Carried

Motion 233-2017: Jansman, Laschinger
That By-law 24-2017, being a by-law to adopt optional tools for the purposes of administering limits for the Commercial, Industrial and Multi-Residential Property Classes for the year 2017, be read a third time, passed and signed by the Mayor and Clerk.
Matthew Armstrong, Treasurer, spoke to the by-law and stated that the Town of Prescott does not currently have any capped classes.

13.3 2017 Tax Rates

Motion 234-2017: Jansman, Burton
That By-law 25-2017, being a by-law to adopt tax rates for municipal purposes for the year 2017, be read a first and second time.

Carried

Motion 235-2017: Jansman, Burton
That By-law 25-2017, being a by-law to adopt tax rates for municipal purposes for the year 2017, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Matthew Armstrong, Treasurer, stated that the tax rates were a reflection of what was passed with the budget.

Discussion was held regarding the difference between commercial and residential rates and presenting Council with more information on the classes and the upcoming vacancy rebate information session.

14. New Business

Councillor Young requested that staff bring back information on the upcoming Canada Day festivities at a future meeting.

15. Notices of Motion – None
16. **Mayor’s Proclamation**

16.1 **Seniors’ Month**

Mayor Todd proclaimed June as Seniors’ Month in the Town of Prescott.

16.2 **Garden Days**

Mayor Todd proclaimed Friday, June 16, 2017, as the Official Garden Day for 2017 in the Town of Prescott.

17. **Period for Media Questions** – None

18. **Closed Session**

Mayor Todd vacated his seat and left Council Chambers.

Motion 236-2017: Young, Ostrander
That Council move into Closed Session at 8:23 p.m. to address matters pertaining to:

18.1 **Identifiable Individual**

- Personal matters about an identifiable individual, including municipal or local board employees; and

18.2 **Purchase & Sale**

- A proposed or pending acquisition or disposition of land by the municipality or local board; and

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

Carried

19. **Rise and Report**

During the Closed Session, Council received information and provided staff with direction on Items 18.1 and 18.2
20. **Confirming By-Law – 26-2017**

   Motion 238-2017: Ostrander, McConnell
   That By-law 26-2017, being a by-law to confirm the proceedings of the Council meeting of May 23, 2017, be read a first and second time.
   
   Carried

   Motion 239-2017: Ostrander, McConnell
   That By-law 26-2017, being a by-law to confirm the proceedings of the Council meeting of May 23, 2017, be read a third time, passed and signed by the Mayor and Clerk.
   
   Carried

21. **Adjournment**

   Motion 240-2017: Burton, Young
   That the meeting adjourns to Monday, June 26, 2017 at 6:30 p.m.
   (Time: 9:25 p.m.)
   
   Carried

__________________________________________  _______________________________________
Mayor                                           Clerk
1. **Call to Order**

Mayor Todd called the meeting to order at 6:31 p.m.

2. **Approval of Agenda**

Motion 241-2017: Burton, Jansman

That the agenda for the Special Council Meeting of June 5, 2017, be approved as presented.

Carried
3. **Declarations of Interest** - None

4. **Staff**

   4.1 **PAC Report 05-2017 - Consent Application 146-148 Park Street, Legal Description Part Lots K and L Plan 19**

      Motion 242-2017: Ostrander, Young
      That Council approves the proposed consent application subject to the conditions listed in PAC Report 05-2017.

      Carried

      Pierre Mercier, CAO, provided an overview of the report. Discussion was held regarding separate driveways, property standards, and introducing design guidelines in the revised Official Plan.

   4.2 **PAC Report 06-2017 - Consent Application 129-133 Wood Street, Legal Description Part Lots 1 & 2, Block 6 Plan 19**

      Motion 243-2017: Ostrander, Young
      That Council approves the proposed consent application subject to the conditions listed in PAC Report 06-2017.

      Carried

      Pierre Mercier, CAO, provided an overview of the report. Discussion was held regarding the severance, and concerns from neighbours.

5. **By-laws**

   5.1 **Sale of Land By-law**

      Motion 244-2017: Young, Ostrander
      That By-law 27-2017, being a by-law to authorize the sale of land by the Corporation of the Town of Prescott to 71337796 Canada Inc.; that land being Pt Lot O, Plan 19 Prescott, being Part 2, on Plan 15R11504, Prescott, Ontario, be read a first and second time.

      Carried

      Motion 245-2017: Young, Ostrander
      That By-law 27-2017, being a by-law to authorize the sale of land by the
Corporation of the Town of Prescott to 71337796 Canada Inc.; that land being Pt Lot O, Plan 19 Prescott, being Part 2, on Plan 15R11504, Prescott, Ontario, be read a third time, passed and signed by the Mayor and Clerk.

Carried

Councillor Young spoke to the by-law. He stated that the property was the 3.5 acres next to Riverside Buick GMC and that all conditions had been met.

Discussion was held regarding the deadline, the purchaser, and the type of business that would reside on the property.

6. **Period for Media Questions**

Wayne Lowrie, Brockville Recorder & Times, asked for more information on the sale of land, and when the money would change hands. Pierre Mercier, CAO, stated that the sale would not be closed until the second week of July.

7. **Confirming By-Law – 28-2017**

Motion 246-2017: Laschinger, Jansman
That By-Law 28-2017, being a by-law to confirm the proceedings of the Special Council meeting held on June 5, 2017, be read a first and second time.

Carried

Motion 247-2017: Lachinger, Jansman
That By-Law 28-2017, being a by-law to confirm the proceedings of the Special Council meeting held on June 5, 2017, be read a third time, passed and signed by the Mayor and Clerk.

Carried

8. **Adjournment**

Motion 248-2017: McConnell, Ostrander
That the meeting be adjourned to Monday, June 19, 2017, at 6:30 p.m.
(Time: 6:53 p.m.)

Carried
1. CALL TO ORDER

The meeting was called to order by Mayor Todd at 6:54 p.m.
2. **APPROVAL OF AGENDA**

   Motion: Burton, Jansman
   That the agenda be adopted as amended.

   Carried

   The agenda was amended as follows:

   1) Under Item # 12 - New Business add:
      12.2 – Curling Club Paving Request

3. **DECLARATIONS OF INTEREST**

   Mayor Todd declared a conflict of interest with regard to item 5.2.

   Councillor Young declared a conflict of interest with regard to item 7.1.

4. **PRESENTATIONS** – None

5. **DELEGATIONS**

   5.1 **Jeremy Illingworth - Prescott Adult Slo-Pitch League**

   Jeremy Illingworth spoke to Council members about the current state of the Kriska ball fields. He stated that due to lack of attention, the fields were in poor condition. He requested that the lights be repaired.

   Discussion was held regarding the ownership of the fields, where the teams were from, changing game times, and a possible agreement between the Town and Kriska.

   Pierre Mercier, CAO, stated that short-term solutions could be offered to the league such as grass cutting, however, the larger issues would have to be considered as a part of next year's budget.

   Staff was directed to return to a future Committee of the Whole meeting with information regarding the cost of the ball diamond light replacement and fence repairs.

   5.2 **Mapleview Homes**

   Mayor Todd vacated his seat at 7:15 p.m.
Ron Noseworthy, Mapleview Homes, stated the presentation was intended to provide Council with the necessary information needed in order to come to a decision and introduced Justin Noseworthy, Marketing Manager for Mapleview Homes, and Bill Dorian, Business Manager for Mapleview Homes.

Justin Noseworthy and Bill Dorian, Mapleview Homes, spoke to a PowerPoint presentation. A copy of the presentation is on file. They reviewed a history of events, involvement in the Town, and options going forward for Phase 3 of the Woodlawn Subdivision.

Discussion was held regarding the agreements for Phase 1 & 2, lot pricing, water lines, and continued conversations with Mapleview Homes.

Council recessed at 8:05 p.m. for a brief break and resumed at 8:15 p.m.

6. COMMUNITY AND PROTECTIVE SERVICES

Councillor Burton spoke to the upcoming Business Showcase & Expo taking place June 9 and June 10.

7. FINANCE & CORPORATE SERVICES

7.1 Presentation - Commercial & Industrial Vacancy Rebate Program - Proposed Changes

Councillor Young vacated his seat at 8:15 p.m.

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

Discussion was held regarding mixed residential properties, possible funding reinvestment options, the public information session taking place on June 13, 2017, and the creation of a questionnaire for the session.

Councillor Young returned to his seat at 8:36 p.m.

8. TOURISM & HERITAGE

Councillor Laschinger spoke to the upcoming Canada C3 Vessel arriving in Prescott on Wednesday, June 7.
9. TRANSPORTATION & ENVIRONMENTAL SERVICES - None

10. PLANNING - None

11. ECONOMIC DEVELOPMENT

Councillor Young spoke to the Mr. Gas redevelopment and stated that the McDonalds redevelopment was now complete.

12. NEW BUSINESS

12.1 Action Item List

Councillor Jansman requested that additional picnic tables be added to Centennial Park and to reach out to Fort Wellington to request permission to add more picnic tables at the fort field for the upcoming Canada Day festivities.

Discussion was held regarding the gazebo by the beach and ordering picnic tables similar to the tables at RiverWalk Park. Staff was directed to purchase another 4 picnic tables for Centennial Park.

Councillor Young requested that the Canada Day events be expanded for Canada’s 150th. Discussion was held regarding the possibility of a community barbeque and more family oriented activities.

Motion: Burton, Young
That staff be directed to use the remainder of the Canada Day festivities budget ($3,500).
Carried

12.2 Prescott Curling Club – Paving Request

Mayor Todd spoke to a request from the Prescott Curling Club. He stated that the curling club would like the Town to consider paving the small section in front of the building.

Discussion was held regarding grading issues, sidewalk repairs in front of the club, and past drainage issues.
Motion: Ostrander, McConnell
That staff report back to Council with options, costs, and solutions for the drainage issues at the Prescott Curling Club.

Carried

13. PERIOD FOR MEDIA QUESTIONS
Wayne Lowrie, Brockville Recorder & Times, asked if Mapleview Homes had come before Council prior to the Committee of the Whole meeting, and also asked for clarification regarding the agreement between Mapleview Homes and the Town.

Councillor Laschinger stated that staff was working with Mapleview Homes to come to an agreement and that it would come to Council for approval in the future.

14. CLOSED SESSION - None

15. RISE AND REPORT - None

16. ADJOURNMENT
Motion: Young, Jansman
That the meeting be adjourned. (Time: 9:11 p.m.)

Carried
COMMUNITY OF THE WHOLE
MINUTES

Monday, June 19, 2017
5:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario

Present
Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Fraser Laschinger, Lee McConnell, Mike Ostrander, and Ray Young.

Staff
Pierre Mercier, CAO, Matthew Armstrong, Treasurer, Dan Beattie, Director of Public Works & Infrastructure, Kimberley Casselman, Director Administration/Clerk, and Lindsey Veltkamp, Corporate Services Executive Assistant

1. CALL TO ORDER
The meeting was called to order by Mayor Todd at 5:37 p.m.

2. APPROVAL OF AGENDA
Motion: McConnell, Ostrander
That the agenda be adopted as amended.

Carried
The agenda was amended as follows:

1) Under Item # 12 – New Business add:
   12.2 – Marina Trim
   12.3 – Update on Curling Club Request

3.  DECLARATIONS OF INTEREST

   Mayor Todd declared a conflict of interest with regard to item 10.1.
   Councillor Young declared a conflict of interest with regard to item 7.1.

4.  PRESENTATIONS

   4.1 Closed Session - Town of Prescott Insurance

   Motion: Burton, Jansman
   That Committee of the Whole move into Closed Session at 5:40 p.m. to
   address matters pertaining to:

   Insurance Training
   Section 239 (3.1) of the Municipal Act, 2001, for the purpose of educating
   or training the members with regard to Town of Prescott insurance
   coverage; and

   That at this item no member will discuss or otherwise deal with any matter
   in a way that materially advances business or decision making of the
   council, local board, or committee; and

   That the CAO, Treasurer, Director of Public Works & Infrastructure, Clerk,
   and Executive Assistant, Corporate Services, remain in the room.

      Carried

   Motion: Burton, Jansman
   That the meeting reconvene in Open Session.  (Time: 6:40 p.m.)

      Carried

During the Closed Session, Council members received information and provided staff
with direction on item 4.1
Council recessed from 6:40 p.m. to 6:56 p.m.

5. **DELEGATIONS**

5.1 **Sherry Spring - Prescott Women in Business**

Sherry Spring and Sue Torrance spoke to Council members about Prescott Women in Business and their upcoming events, including Harvest Days on September 30, and Zombie Days on October 28. They requested $1,000 from the Town to help with their events.

Discussion was held regarding Prescott Women in Business membership, their mandate, the history of women in business groups in Prescott, and if the BIA and South Grenville Chamber of Commerce were involved with the group’s event planning in the downtown.

Committee directed staff to bring back a report regarding the funding request.

6. **COMMUNITY AND PROTECTIVE SERVICES**

Councillor Burton spoke to the recent Business Showcase & Expo held on June 9 and 10.

Councillor Young vacated his seat at 7:07 p.m.

7. **FINANCE & CORPORATE SERVICES**

7.1 **Staff Report 33-2017 - Commercial / Industrial Vacancy Rebate Program**

Motion: Burton, Laschinger
That Committee of the Whole recommend that Council phase out the Vacancy Rebate Program for Commercial and Industrial Properties by reducing the rebate rate to 15% in 2017 and 0% in 2018; and

That Council direct staff to develop a revised Community Improvement Plan that would be supported by the funds previously used to provide vacancy rebates to commercial and industrial property owners in the Town of Prescott.

Carried
Matthew Armstrong, Treasurer, provided an overview of the report. He spoke to the public information session held on Tuesday, June 13.

Discussion was held regarding the past tax system, eliminating the rebate, and rejuvenating the downtown.

Councillor Young returned to his seat at 7:27 p.m.

8. TOURISM & HERITAGE

Councillor Laschinger spoke to the recent C3 Vessel visit on Wednesday, June 7.

9. TRANSPORTATION & ENVIRONMENTAL SERVICES

Councillor McConnell spoke to the construction on St. Lawrence Street, the donation of beach sand by Ken Miller Excavation, and the lawn bowling club.

Mayor Todd vacated his seat at 7:34 p.m.

10. PLANNING

10.1 Staff Report 34-2017 - Woodland Subdivision - Mapleview Homes

Motion: Jansman, Young
That Committee of the Whole recommend that Council authorize the undertaking of preliminary engineering investigations consisting of topographic mapping and a geotechnical review of Woodland Drive in order to allow detailed cost estimates for the eventual construction of the road and related infrastructure services from Fischl to McAuley Road; and

That Committee of the Whole recommend that Council authorize the use of monies in the water and waste water reserves to undertake the required engineering investigation.

Carried

Pierre Mercier, CAO, provided an overview of the report. He stated that in order to make an informed decision on the next phase of the development preliminary engineering work would be required.
Discussion was held regarding past geotechnical surveys, the cost of the work to be done, and the timeline for undertaking a topographic mapping and a geotechnical review of Woodland Drive.

Mayor Todd returned to his seat at 7:52 p.m.

11. **ECONOMIC DEVELOPMENT** - None

12. **NEW BUSINESS**

   12.1 **Action Item List**
   
   No additions were made to the Action Item List.

   12.2 **Prescott Curling Club Paving Request – Update**
   
   Motion: Laschinger, Young
   
   That staff be directed to repair the paving in front of the Prescott Curling Club at a maximum price of $5,500.
   
   Carried
   
   Dan Beattie, Director of Public Works & Infrastructure, stated that he had received a quote of $5,500 to pave in front of the Curling Club.
   
   Discussion was held regarding the price, different options other than paving the area, and bringing options back to the Curling Club for their feedback.

   12.3 **Marina Trim**
   
   Motion: Jansman, Laschinger
   
   That staff be directed to bring back a report with costing on the repair of the marina trim with rubber rock.
   
   Carried
   
   Mayor Todd spoke to the trim along the walkway at the marina, the cracked and broken areas, and the possibility of its repair.
   
   Discussion was held regarding the trim location, drainage, and cost.
13. **PERIOD FOR MEDIA QUESTIONS**

Austin Ling, Coast FM, asked for clarification on the vacancy rebate program and the enhancement of the Community Improvement Plan.

Mayor Todd stated that the CIP would be enhanced and then come back to Council for final approval.

14. **CLOSED SESSION**

14.1 **Human Resources**

Motion: Laschinger, Jansman
That Committee of the Whole move into Closed Session at 8:20 p.m. to address matters pertaining to:

14.1 Human Resources

- personal matters about an identifiable individual, including municipal or local board employees; and

That the CAO, Treasurer, Director of Public Works & Infrastructure, and Clerk remain in the room.

Carried

Motion: Laschinger, Jansman
That the Committee of the Whole reconvene in open session.
(Time 9:08 p.m.)

Carried

15. **RISE AND REPORT**

During the Closed Session, Council received information and provided direction to staff on item 14.1. Mayor Todd stated that the Town would proceed with filling the position of Supervisor of Facilities.

16. **ADJOURNMENT**

Motion: Burton, Jansman
That the meeting be adjourned. (Time 9:11 p.m.)

Carried
STAFF REPORT TO COUNCIL

June 26, 2017

From: Dwane Crawford, Director of Building & Development/CBO

RE: Exemption for Ministry of Transportation from Town of Prescott Noise By-law

Recommendation:

That Council approve exempting the Ministry of Transportation from the municipality’s Noise Bylaw to permit work to be done on the Highway 401 and Edward Street interchange ramps.

Background / Analysis:

It is proposed that MTO will be resurfacing sections of the 401 within the limits of the municipality to include improved driving surfaces along with full depth asphalt and concrete crack repairs, culvert improvements including culvert replacements, rehabilitation, and storm water maintenance. Also, all four Edward Street interchange ramps will be resurfaced and one culvert will be replaced.

It is anticipated that this project will start on September 1, 2017 and be completed in the fall of 2018. The work is expected to occur 7 days a week, day or night, in order to minimize traffic disruptions.

The municipal Noise By-law (45-81), as amended, prohibits unwanted noise from 9:30 p.m. to 7:00 a.m. and therefore an exemption from the by-law to permit road work beyond these hours is required. The noise created by this work would be equipment to scarify the existing asphalt, dump trucks, excavators, and paving equipment.
Alternatives:

1. To deny the resolution causing the work to be done during the daytime.

Financial Implications:

There are no financial impacts associated with this resolution.

Original signed by

Pierre Mercier
Chief Administrative Officer

Dwane Crawford
Director of Building & Development/CBO
STAFF REPORT TO COUNCIL

Report No. 36-2017

June 26, 2017

From: Dwane Crawford

RE: Encroachment Agreement - 138 King Street West – Bank of Montreal

RECOMMENDATION:

That Council approve the proposed encroachment agreement subject to the conditions listed in this report.

BACKGROUND / ANALYSIS:

The subject property, known municipally as 138 King Street West, is the site of a branch of the Bank of Montreal. It is a 6204 ft² commercial building built and occupied by the bank since 1918.

The front of the building is on the property line. There is no front yard setback. There are two steps at the entrance, totalling approximately 16 inches in height. The sidewalk is approximately 12 feet wide. The proposal is to provide a 4’ wide ramp with steps which would leave approximately 7 feet of pedestrian walkway clearance to the curb.

In order to proceed with the accessibility improvements, an encroachment agreement is required. The agreement requires the owner to indemnify and save harmless the Corporation of the Town of Prescott for any damages or injury sustained within the encroachment area.

A site development sketch is provided below.

Recommendation

It is recommended that Council approve the proposed encroachment agreement application.
Attachments:

- Encroachment Agreement By-law

Original signed by

Pierre Mercier
Chief Administrative Officer

Dwane Crawford
Director of Building & Development/CBO
BEING A BY-LAW TO PERMIT AN ENCROACHMENT AT 138 KING STREET WEST

WHEREAS in accordance with the authority provided by Section 8 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS the exterior barrier-free ramp on the property described as Plan 19, Block 2 Part Lot 8, in the Town of Prescott in the County of Grenville, known municipally as 138 King Street West will encroach onto the road allowance known as King Street by approximately four (4.0) feet; and

WHEREAS the said part of the exterior barrier-free ramp does not interfere with the use by the public or of the public highways; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it expedient to grant permission for the said encroachment.

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. That the encroachment onto the road allowance know as King Street as described in Schedule "A" appended to this by-law is hereby granted.

2. The owner of the lands herein before described shall pay the Corporation of the Town of Prescott a fee of one dollar ($1.00) per annum for the use of the said part of the road allowance along the northerly property line and of said property and such fee shall form a charge upon the lands.

3. The said fee shall be payable in like manner as taxes.

4. The owner agrees to indemnify and save harmless the Corporation of the Town of Prescott for any damages sustained on the property referred to in this by-law as a result of the negligence of the owners of the property from time to time.

5. This by-law and encroachment agreement Schedule “A” shall come into force
and take effect on the date of its final passage.

6. The permission herein to allow the said encroachment on the existing road allowance shall terminate upon destruction or demolition of the said structure.

READ A FIRST AND SECOND TIME THIS 26th DAY OF JUNE, 2017.

________________________________________  _________________
Mayor                                      Clerk

READ A THIRD AND FINAL TIME AND PASSED THIS 26th DAY OF JUNE, 2017.

________________________________________  _________________
Mayor                                      Clerk
SCHEDULE A TO BY-LAW NO. 29-2017

THIS ENCROACHMENT AGREEMENT made on __ day of __________, 2017

BETWEEN:

THE CORPORATION OF THE TOWN OF PRESCOTT
(Herein called the “Town”)

OF THE FIRST PART

-and-

Bank of Montreal

OF THE SECOND PART

WHEREAS Bank of Montreal is the registered owner of the property described as Plan 19 Block 2 Part Lot 8, Town of Prescott, County of Grenville (herein the “lands”), and known as Assessment Roll No. 0708 020 020 05500 0000;

AND WHEREAS there is a barrier-free ramp which encroaches (herein the “Encroachment”) onto the road allowance known as King Street, shown on the Town Plan, Registered Plan 19, which Encroachment is more particularly shown on the site plan identified as drawing no. 2394-16-SKA dated August 13, 2016 attached hereto;

AND WHEREAS the Owner has made an application to maintain the Encroachment on the Lands in the position they now stand for the lifetime of the said Encroachment, subject to the execution by the Town of this Agreement and the terms, clauses and conditions hereinafter set forth;

NOW WITNESSETH THIS AGREEMENT that in consideration of the premises herein contained, the Town and the Owner agree as follows:

1. That the Town grants the Owner permission to maintain the Encroachment onto the road allowance know as King Street in the location shown on the site plan attached hereto for the lifetime of the said Encroachment, subject to the terms, clauses and conditions herein contained.

2. The owner of the lands as herein described shall pay the Corporation of the Town of Prescott a fee of one dollar ($1.00) per annum for the use of the said part of the road allowance known as King Street along the northerly line property line of said property and such fee shall form a charge upon the lands, payable in like manner as taxes.
3. The Owner covenants and agrees to indemnify and save harmless the Town from and against all costs, charges, expenses, suits, claims, losses and damages arising out of any injury, personal claim or property damage occasioned by the said Encroachment or by any losses which the Town may sustain, incur or for which the Town may be liable in consequence of the said Encroachment and the passing of this by-law.

4. The Owner hereby covenants to place insurance on said Encroachment in the joint names of the Town and the Owner for public liability in the amount of not less than TWO MILLION DOLLARS ($2,000,000.00). The said insurance may be included in the Owner’s insurance of the Lands but must show the interest of the Town with respect to the public liability claims arising by reason of the said Encroachment on the Encroached Lands and the matters referred to in Paragraph 3 hereof.

5. The Owner covenants and agrees to remove the Encroachment at the expense of the Owner in the event that acting reasonably the Town requires its removal for any reason whatsoever, and without limiting the generality of the foregoing, the Owner will remove the Encroachment at his/her own expense in the event that the Town is of the opinion that the Encroachments are unsafe or access is required by the Town.

6. This Agreement shall not be interpreted as granting exclusive use of the Encroachments, the Encroached Lands or any part of the said Encroachment to the Owner.

7. The Owner acknowledges no ownership interest in any part of the Encroachment on to the road allowance known as King Street.

8. The Owner hereby covenants that in the event of the sale of the Land, it will notify the Town of any change in ownership. Upon so doing and upon the transferee/purchaser entering into an agreement with the Town similar to this Agreement, providing proof of insurance and otherwise complying with the provisions of such Agreement, the owner will be thereupon released from all obligations under this Agreement. In that event, the Town shall provide the appropriate release of its interest in the Owner insurance policy.

9. This agreement shall be binding upon and ensure to the benefit of the parties to this Agreement and their respective heirs, executors, administrators, successors and assigns.

10. That this by-law be registered on title in the local Land Registry Office pursuant to the Municipal Act.

11. This by-law shall come into force and take effect on the date of its final passage.

12. The permission herein to allow the said encroachment on to the existing road
allowance known as King Street shall terminate upon destruction or demolition of the said structure.

Signed and sealed by the parties hereto have set their hands and seals personally or by their proper signing officers on the dates noted:

By the Corporation of the Town of Prescott this _______day of ______________, 2017

Corporation of the Town of Prescott

__________________________
Mayor

__________________________
Clerk

By the Owner, this ____________day of __________________, 2017.

Bank of Montreal

__________________________
Name:
Title:

__________________________
Name:
Title:
STAFF REPORT TO COUNCIL

June 26, 2017

From: Matthew Armstrong, Treasurer

RE: May 2017 Financial Report

Recommendation:

That the attached Financial Operating Budget, Capital Budget, Reserve Funds and Long Term Debt Reports for May 31, 2017 be accepted for information purposes.

Background:

Once the audit has been finalized a balance sheet and cash flow statement will be added to the monthly package.

Analysis:

Income Statement

The quarterly partnership payments are received in January and April, while the yearly infrastructure payment for maintenance activities and the first installment for property taxes occurred in the first quarter. Other grants and revenue based on activity, tend to be received in the latter part of the year. Water and wastewater revenue are generally received three months in arrears from Rideau St. Lawrence however the amounts received in May are from billings for February and March.

With the exception of the social and protective services categories all other expense groups are under budget at the end of the first five months. The social category is over budget as a result of two semi-annual payments for St. Lawrence Lodge are due in the first quarter and then not again until the third quarter. The protective services category is over budget due to the planned purchase of an SUV.
The only significant foreseeable variance that has been identified thus far is in relation to the levy for St. Lawrence Lodge which is $19,000 higher than budgeted for in 2017. The reasoning for this was described in the March report.

**Capital Budget Report**

Capital spending is beginning to pick up. Planning for the Fire Hall is well underway. Work on St. Lawrence Street resumed in May. The street sweeper was delivered and has been paid for. Engineering work for the renovations to the water treatment plant are being worked on.

**Reserve Funds Report**

The Reserve Funds Report shows the status of reserve funds as of May 31st, 2017. The budget had provisions for adding to reserves in 2017 which you can see in the column titled “Transfer to Reserves – Income Statement”. The budget also called for some items to be supported from reserves which have been broken down between those that are on the income statement and those that are spent on capital. The Operational Reserves have grown by $228,145 so far this year. As capital spending continues to pick up pace so too will the draw on reserves.

**Long-Term Debt Report**

The Long-Term Debt report shows the maturity date, purpose, principal balance at January 1st and May 31st 2017, principal payments made in the course of this year and the principal payments remaining for this year. It also identifies the interest payments and total payments for 2017. Year-to-date, the Town has made principal payments of $661,952 and interest payments of $161,373. There remains $619,009 to be paid over the next seven months in principal and interest payments.

**Alternatives:**

None

**Financial Implications:**

None
<table>
<thead>
<tr>
<th>Information Purposes</th>
<th>Date Req’d</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X June 26 ’17</td>
</tr>
<tr>
<td>Policy / Action Req’d</td>
<td></td>
</tr>
<tr>
<td>Strategic Plan</td>
<td></td>
</tr>
</tbody>
</table>

**Attachments:**

Operating Budget Report – May 31, 2017
Capital Budget Report – May 31, 2017
Reserve Funds Report – May 31, 2017
Long-Term Debt Report – May 31, 2017

Original signed by

Pierre Mercier  
Chief Administrative Officer

Matthew Armstrong  
Treasurer
## Income Statement
### Operating Budget

<table>
<thead>
<tr>
<th></th>
<th>Month</th>
<th>Year-to-Date</th>
<th>Total 2017 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
<td>Variance B (W)</td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corporate</td>
<td>619,215</td>
<td>3,166</td>
<td>(616,049)</td>
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<tr>
<td>Protective</td>
<td>16,534</td>
<td>7,107</td>
<td>(9,427)</td>
</tr>
<tr>
<td>Transportation</td>
<td>23,017</td>
<td>101</td>
<td>(22,915)</td>
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<tr>
<td>Environmental</td>
<td>13,208</td>
<td>12,371</td>
<td>(837)</td>
</tr>
<tr>
<td>Health</td>
<td>2,463</td>
<td>825</td>
<td>(1,638)</td>
</tr>
<tr>
<td>Social</td>
<td>11,957</td>
<td>7,117</td>
<td>(4,840)</td>
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<tr>
<td>Recreation and Cultural</td>
<td>74,640</td>
<td>136,218</td>
<td>61,578</td>
</tr>
<tr>
<td>Planning &amp; Development</td>
<td>6,221</td>
<td>2,875</td>
<td>(3,346)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>767,256</td>
<td>169,780</td>
<td>(597,475)</td>
</tr>
</tbody>
</table>

| **Expenses**         |        |         |               |        |         |               |  |
|----------------------|-------|         |               |        |         |               |  |
| Corporate            | 113,890 | 87,386 | 26,504        | 569,448 | 492,599 | 76,848     | 1,366,675 |
| Protective           | 184,247 | 223,150 | (38,904)     | 921,233 | 929,134 | (7,901)   | 2,210,959 |
| Transportation       | 141,008 | 90,881 | 50,127        | 705,042 | 523,473 | 181,569   | 1,692,101 |
| Environmental        | 22,925  | 19,329 | 3,596         | 114,624 | 102,615 | 12,008    | 275,097  |
| Health               | 26,509  | 23,087 | 3,423         | 132,546 | 118,446 | 14,100    | 318,111  |
| Social               | 74,762  | 40,432 | 34,330        | 373,808 | 381,181 | (7,374)   | 897,138  |
| Recreation and Cultural | 160,751 | 207,098 | (46,347)     | 803,754 | 660,985 | 142,769   | 1,929,009 |
| Planning & Development | 43,165 | 39,585 | 3,580         | 215,823 | 162,510 | 53,313    | 517,976  |
| **Total**            | 767,255 | 730,948 | 36,308       | 3,836,277 | 3,370,945 | 465,332   | 9,207,066 |

<table>
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<tr>
<th><strong>Net Operations</strong></th>
<th>0</th>
<th>(561,167)</th>
<th>(561,167)</th>
<th>0</th>
<th>1,242,801</th>
<th>1,242,800</th>
<th>-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water &amp; Wastewater Revenue</td>
<td>230,654</td>
<td>426,753</td>
<td>196,099</td>
<td>1,153,269</td>
<td>660,496</td>
<td>(492,772)</td>
<td>2,767,845</td>
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<tr>
<td>Water &amp; Wastewater Expense</td>
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<td>154,362</td>
<td>76,291</td>
<td>1,153,269</td>
<td>992,604</td>
<td>160,665</td>
<td>2,767,845</td>
</tr>
<tr>
<td><strong>Net Water &amp; Wastewater</strong></td>
<td>-</td>
<td>272,390</td>
<td>272,390</td>
<td>-</td>
<td>(332,108)</td>
<td>(332,108)</td>
<td>-</td>
</tr>
</tbody>
</table>
## Capital Budget Report

**St. Lawrence Street Reconstruction**
- **Department**: Operations
- **Total Budget**: 400,000
- **Actual**: 8,329
- **Variance**: 391,671
- **Funding Source**: Reserves & Grant

**Fire Hall Replacement 2017/2018**
- **Department**: Operations
- **Total Budget**: 5,000,000
- **Actual**: 84,389
- **Variance**: 4,915,611
- **Funding Source**: Reserves & Debt

**Marina Dock Wiring**
- **Department**: Operations
- **Total Budget**: 100,000
- **Actual**: -
- **Variance**: 100,000
- **Funding Source**: Reserves

**Arena - Accessibility & Safety**
- **Department**: Operations
- **Total Budget**: 200,000
- **Actual**: -
- **Variance**: 200,000
- **Funding Source**: Reserves

**Public Works Equipment**
- **Department**: Operations
- **Total Budget**: 250,000
- **Actual**: 136,358
- **Variance**: (136,358)
- **Funding Source**: Reserves

**Street Sweeper**
- **Department**: Operations
- **Total Budget**: 136,358
- **Actual**: -
- **Variance**: -
- **Funding Source**: Reserves

**Loader**
- **Department**: Operations
- **Total Budget**: -
- **Actual**: -
- **Variance**: -
- **Funding Source**: Reserves

**Water Treatment Plant**
- **Department**: Operations
- **Total Budget**: 920,000
- **Actual**: 3,969
- **Variance**: 916,031
- **Funding Source**: Reserves & Grant

  **Roof Structure Replacement**
  - **Department**: Operations
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **Insulation**
  - **Department**: Operations
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **New HVAC System**
  - **Department**: Operations
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **Lighting Upgrades**
  - **Department**: Operations
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **Water Infiltration Remediation**
  - **Department**: Operations
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

**Water Distribution**
- **Department**: Water
- **Total Budget**: 85,000
- **Actual**: -
- **Variance**: 85,000
- **Funding Source**: Reserves

  **Water Tower Cable Inspection**
  - **Department**: Water
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **High Lift Pump Replacement**
  - **Department**: Water
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

**Wastewater**
- **Department**: Wastewater
- **Total Budget**: 78,000
- **Actual**: -
- **Variance**: 78,000
- **Funding Source**: Reserves

  **Replace Pump #1 SPS #3**
  - **Department**: Wastewater
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **Replace Pump #1 SPS #5**
  - **Department**: Wastewater
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

  **Replace Pump #1 Sludge Digester**
  - **Department**: Wastewater
  - **Total Budget**: -
  - **Actual**: -
  - **Variance**: -
  - **Funding Source**: Reserves & Grant

**Linda Street & Place 2017/2018**
- **Department**: Operations
- **Total Budget**: 1,400,000
- **Actual**: -
- **Variance**: 1,400,000
- **Funding Source**: Reserves & Grant

## Total
- **Total Budget**: 8,433,000
- **Actual**: 233,045
- **Variance**: 8,199,955
## Reserve Funds Report

<table>
<thead>
<tr>
<th>Reserve Fund</th>
<th>Beginning Balance 1-Jan-17</th>
<th>Transfer to Reserves Income Statement</th>
<th>Transfer from Reserves Income Statement</th>
<th>Transfer from Reserves Capital</th>
<th>Ending Balance May 2017</th>
<th>Notes</th>
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<tbody>
<tr>
<td>General Admin Expense</td>
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<tr>
<td>Building</td>
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<td>10,229</td>
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<td>62,229</td>
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<td>Election</td>
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<td>2,125</td>
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<td>12,225</td>
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<td>Emergency Management</td>
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<td>-</td>
<td>-</td>
<td>2,011</td>
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<tr>
<td>Community Centre</td>
<td>107,440</td>
<td>44,792</td>
<td>-</td>
<td>-</td>
<td>152,232</td>
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<tr>
<td>Working Funds</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>880,000</td>
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<tr>
<td>Planning</td>
<td>51,000</td>
<td>21,250</td>
<td>-</td>
<td>-</td>
<td>72,250</td>
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<tr>
<td>Downtown Revitalization</td>
<td>20,000</td>
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<td>-</td>
<td>-</td>
<td>20,000</td>
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<tr>
<td>CIP</td>
<td>60,800</td>
<td>-</td>
<td>-</td>
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<td>PSB Sponsored Programs</td>
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<td>-</td>
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<td>Fire Equipment Reserve</td>
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<td>Fire Building Reserve</td>
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<td>Infrastructure</td>
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<tr>
<td>Public Works</td>
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<td>15,100</td>
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<td>(36,358)</td>
<td>70,062</td>
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<td>Public Works Vehicles</td>
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<td>(100,000)</td>
<td>14,236</td>
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<tr>
<td>Heritage</td>
<td>2,068</td>
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<tr>
<td>Splash Pad</td>
<td>50,000</td>
<td>10,417</td>
<td>-</td>
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<tr>
<td>Library</td>
<td>24,301</td>
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<tr>
<td>Library - E-Learning</td>
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<tr>
<td>Kinsmen</td>
<td>1,066</td>
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<tr>
<td>Outdoor Rink Bell Sport</td>
<td>1,328</td>
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<tr>
<td>Walker House</td>
<td>12,313</td>
<td>69</td>
<td>-</td>
<td>-</td>
<td>12,382</td>
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<td>Museum</td>
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<td>Fiscal Policy</td>
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<td>Health Centre</td>
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<td>Parks</td>
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<td>Cemetery Board</td>
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<td><strong>Subtotal Town Reserves</strong></td>
<td><strong>3,440,075</strong></td>
<td><strong>262,920</strong></td>
<td><strong>(14,636)</strong></td>
<td><strong>(136,358)</strong></td>
<td><strong>3,552,001</strong></td>
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<td>Sanitary Sewer</td>
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<td>17,163</td>
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<td>Sanitary Sewer Equipment</td>
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<td>Pumping Station</td>
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<td>Wastewater Plant</td>
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<td>Reserve for OCWA Contingency</td>
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<td>Wastewater Department</td>
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<td>Beginning Balance 1-Jan-17</td>
<td>Transfer to Reserves Income Statement</td>
<td>Transfer from Reserves Income Statement</td>
<td>Transfer from Reserves Capital</td>
<td>Ending Balance May 2017</td>
<td>Notes</td>
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<td>Water Pipelines</td>
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<td>Water Tower</td>
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<td>Water Department Truck</td>
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<td>Water Treatment Plant</td>
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<td>45,162</td>
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<td>318,080</td>
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<td>Equipment</td>
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<td>Water OCWA</td>
<td>115,000</td>
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<td>115,000</td>
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<tr>
<td><strong>Subtotal Water and Waste Water Reserves</strong></td>
<td><strong>5,723,086</strong></td>
<td><strong>116,219</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>5,839,304</strong></td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>9,163,161</strong></td>
<td><strong>379,139</strong></td>
<td><strong>(14,636)</strong></td>
<td><strong>(136,358)</strong></td>
<td><strong>9,391,306</strong></td>
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*Beginning Balance is subject to final audit adjustments*
## Long Term Debt Report

<table>
<thead>
<tr>
<th>Maturity</th>
<th>Beginning Principal Balance 1-Jan-17</th>
<th>Principal Payments</th>
<th>Ending Principal Balance May 2017</th>
<th>Principal Payments Remaining 2017</th>
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<tbody>
<tr>
<td>Sewer Rehab and Optimization Loans 2023</td>
<td>1,337,126</td>
<td>(124,641)</td>
<td>1,212,485</td>
<td>(176,779)</td>
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<td>Sewer Rehab and Optimization Loans 2021</td>
<td>367,471</td>
<td>(367,471)</td>
<td>-</td>
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<td>St. Lawrence Lodge Debenture 2025</td>
<td>1,346,001</td>
<td>(60,909)</td>
<td>1,285,092</td>
<td>(62,344)</td>
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<td>St. Lawrence Lodge Debenture 2024</td>
<td>350,800</td>
<td>(17,676)</td>
<td>333,125</td>
<td>(18,171)</td>
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<td>OSIFA CNR Overpass Debenture 2022</td>
<td>513,437</td>
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<tr>
<td>OSIFA WWPCC Loan/Debenture 2036</td>
<td>4,340,564</td>
<td>(68,825)</td>
<td>4,271,739</td>
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<td>OSIFA Fire Truck Loan/Debenture 2023</td>
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<td>OIPC 2013 Fire Truck Debenture 2023</td>
<td>161,296</td>
<td>(10,350)</td>
<td>150,946</td>
<td>(10,518)</td>
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<td>Truck Purchase Loans Loans 2022</td>
<td>171,306</td>
<td>(12,079)</td>
<td>159,227</td>
<td>(16,472)</td>
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<td><strong>Total</strong></td>
<td><strong>8,807,114</strong></td>
<td><strong>(661,952)</strong></td>
<td><strong>8,145,162</strong></td>
<td><strong>(422,717)</strong></td>
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</table>

### Interest Payments
- **(161,373)**
- **(196,292)**

### Total Payments
- **(823,325)**
- **(619,009)**
THE CORPORATION OF THE
TOWN OF PRESCOTT

BY-LAW NO. 29-2017

A BY-LAW TO PERMIT AN ENCROACHMENT
AT 138 KING STREET WEST

BEING A BY-LAW TO PERMIT AN ENCROACHMENT AT 138 KING STREET WEST

WHEREAS in accordance with the authority provided by Section 8 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS the exterior barrier-free ramp on the property described as Plan 19, Block 2 Part Lot 8, in the Town of Prescott in the County of Grenville, known municipally as 138 King Street West will encroach onto the road allowance known as King Street by approximately four (4.0) feet; and

WHEREAS the said part of the exterior barrier-free ramp does not interfere with the use by the public or of the public highways; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it expedient to grant permission for the said encroachment.

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. That the encroachment onto the road allowance know as King Street as described in Schedule "A" appended to this by-law is hereby granted.

2. The owner of the lands herein before described shall pay the Corporation of the Town of Prescott a fee of one dollar ($1.00) per annum for the use of the said part of the road allowance along the northerly property line and of said property and such fee shall form a charge upon the lands.

3. The said fee shall be payable in like manner as taxes.

4. The owner agrees to indemnify and save harmless the Corporation of the Town of Prescott for any damages sustained on the property referred to in this by-law as a result of the negligence of the owners of the property from time to time.

5. This by-law and encroachment agreement Schedule “A” shall come into force
and take effect on the date of its final passage.

6. The permission herein to allow the said encroachment on the existing road allowance shall terminate upon destruction or demolition of the said structure.

READ A FIRST AND SECOND TIME THIS 26th DAY OF JUNE, 2017.

____________________________  _________________________  
Mayor                                Clerk

READ A THIRD AND FINAL TIME AND PASSED THIS 26th DAY OF JUNE, 2017.

____________________________  _________________________  
Mayor                                Clerk
SCHEDULE A TO BY-LAW NO. 29-2017

THIS ENCROACHMENT AGREEMENT made on ____day of __________, 2017

BETWEEN:

THE CORPORATION OF THE TOWN OF PRESCOTT
(Herein called the “Town”)

OF THE FIRST PART

-and-

Bank of Montreal

OF THE SECOND PART

WHEREAS Bank of Montreal is the registered owner of the property described as Plan 19 Block 2 Part Lot 8, Town of Prescott, County of Grenville (herein the “lands”), and known as Assessment Roll No. 0708 020 020 05500 0000;

AND WHEREAS there is a barrier-free ramp which encroaches (herein the “Encroachment”) onto the road allowance known as King Street, shown on the Town Plan, Registered Plan 19, which Encroachment is more particularly shown on the site plan identified as drawing no. 2394-16-SKA dated August 13, 2016 attached hereto;

AND WHEREAS the Owner has made an application to maintain the Encroachment on the Lands in the position they now stand for the lifetime of the said Encroachment, subject to the execution by the Town of this Agreement and the terms, clauses and conditions hereinafter set forth;

NOW WITNESSETH THIS AGREEMENT that in consideration of the premises herein contained, the Town and the Owner agree as follows:

1. That the Town grants the Owner permission to maintain the Encroachment onto the road allowance know as King Street in the location shown on the site plan attached hereto for the lifetime of the said Encroachment, subject to the terms, clauses and conditions herein contained.

2. The owner of the lands as herein described shall pay the Corporation of the Town of Prescott a fee of one dollar ($1.00) per annum for the use of the said part of the road allowance known as King Street along the northerly line property line of said property and such fee shall form a charge upon the lands, payable in like manner as taxes.
3. The Owner covenants and agrees to indemnify and save harmless the Town from and against all costs, charges, expenses, suits, claims, losses and damages arising out of any injury, personal claim or property damage occasioned by the said Encroachment or by any losses which the Town may sustain, incur or for which the Town may be liable in consequence of the said Encroachment and the passing of this by-law.

4. The Owner hereby covenants to place insurance on said Encroachment in the joint names of the Town and the Owner for public liability in the amount of not less than TWO MILLION DOLLARS ($2,000,000.00). The said insurance may be included in the Owner’s insurance of the Lands but must show the interest of the Town with respect to the public liability claims arising by reason of the said Encroachment on the Encroached Lands and the matters referred to in Paragraph 3 hereof.

5. The Owner covenants and agrees to remove the Encroachment at the expense of the Owner in the event that acting reasonably the Town requires its removal for any reason whatsoever, and without limiting the generality of the foregoing, the Owner will remove the Encroachment at his/her own expense in the event that the Town is of the opinion that the Encroachments are unsafe or access is required by the Town.

6. This Agreement shall not be interpreted as granting exclusive use of the Encroachments, the Encroached Lands or any part of the said Encroachment to the Owner.

7. The Owner acknowledges no ownership interest in any part of the Encroachment on to the road allowance known as King Street.

8. The Owner hereby covenants that in the event of the sale of the Land, it will notify the Town of any change in ownership. Upon so doing and upon the transferee/purchaser entering into an agreement with the Town similar to this Agreement, providing proof of insurance and otherwise complying with the provisions of such Agreement, the owner will be thereupon released from all obligations under this Agreement. In that event, the Town shall provide the appropriate release of its interest in the Owner insurance policy.

9. This agreement shall be binding upon and ensure to the benefit of the parties to this Agreement and their respective heirs, executors, administrators, successors and assigns.

10. That this by-law be registered on title in the local Land Registry Office pursuant to the Municipal Act.

11. This by-law shall come into force and take effect on the date of its final passage.

12. The permission herein to allow the said encroachment on to the existing road
allowance known as King Street shall terminate upon destruction or
demolition of the said structure.

Signed and sealed by the parties hereto have set their hands and seals personally or
by their proper signing officers on the dates noted:

By the Corporation of the Town of Prescott this ________day of ________________, 2017

Corporation of the Town of Prescott

__________________________
Mayor

__________________________
Clerk

By the Owner, this ___________day of __________________, 2017.

Bank of Montreal

__________________________
Name:
Title:

__________________________
Name:
Title:
WHEREAS, Section 5(3) of the Municipal Act, 2001 S.O. 2001, c.25, as amended, provides that Council’s powers shall be exercised by by-law;

AND WHEREAS certain actions of Council do not require the enactment of a specific by-law;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Town of Prescott enacts as follows:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Council meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.

2. The Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Town to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law.

3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.

4. Any member of Council who complied with the provisions of Section 5 of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

READ A FIRST AND SECOND TIME THIS 26th DAY OF JUNE, 2017.

____________________________  ______________________________
Mayor                                             Clerk

READ A THIRD AND FINAL TIME AND PASSED THIS 26th DAY OF JUNE, 2017.