



PRESCOTT TOWN COUNCIL

MINUTES

Monday, February 1, 2021

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, and Shawn Merriman, Manager of Building & Bylaw

1. Call to Order

Mayor Todd called the meeting to order at 6:05 p.m.

2. Approval of Agenda

Motion 25-2021: Ostrander, Burton

That the agenda for the Council meeting of February 1, 2021 be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations – None

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 Council Minutes - January 18, 2021

Motion 26-2021: Young, Ostrander

That the Council minutes of January 18, 2021, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 27-2021: Ostrander, Burton

That all items listed under the Consent Reports section of the agenda be accepted as presented.

Carried

8.1 Council Information Package (under separate cover)

1. Prescott Emergency Management Control Group Minutes – January 15, 2021
2. Police Services Board Minutes – November 26, 2020
3. Police Services Board OPP Report - November 2020
4. Police Services Board OPP Report – December 2020
5. Volunteer Centre of St. Lawrence-Rideau Request re: Fire Hydrants with Personality
6. Leeds, Grenville and Lanark Board of Health Meeting Summary – January 21, 2021
7. United Counties of Leeds and Grenville Notice of Adoption By-law Amendment No.1 to Official Plan
8. Township of Augusta Media Release re: Appointment of new Chief Administrative Officer
9. Township of Augusta Resolution re: Reversal of Ontario Fire College Closure
10. Township of Leeds and the Thousand Islands Resolution of Support of Town of Prescott re: funding for Charities, Community Groups and Service Clubs
11. United Counties of Stormont, Dundas & Glengarry Resolution of Support re: Small Business Re-opening
12. Township of South Stormont Resolution of Support re: the re-opening of Small Businesses

13. Municipality of Southwest Middlesex Resolution of Support re: Municipal Drainage matters and need for coordination with Canadian National Railway
14. Municipality of West Nipissing Resolution of Support of Southwest Middlesex re: Municipal Drainage Matters and need for coordination with Canadian National Railway
15. City of Port Colborne Resolution of Support of Southwest Middlesex re: Municipal Drainage Matters and need for coordination with Canadian National Railway
16. City of Port Colborne Resolution of Support re: Amending the Tile Drainage Installation Act
17. City of Port Colborne Resolution of Support re: Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to consider Radial Separation
18. City of Port Colborne Resolution of Support re: Unlicensed and Unmonitored Cannabis Grow Operations
19. Perth County Letter of Support re: Resolution to Extension of Grant Application Deadlines
20. Municipality of Grey Highlands Resolution of Support re: Increased Municipal Insurance Rates
21. Township of Matachewan Resolution of Support re: Future Grant Application Deadlines
22. Township of South-West Oxford Resolution of Support re: Automatic Speed Enforcement by Municipalities
23. Municipality of Mississippi Mills Resolution of Support of Wollaston Township re: request for Ministry of Municipal Affairs and Housing to review the Municipal Elections Act
24. Town of Bracebridge Ratified Motion re: Infrastructure Funding
25. Township of North Glengarry Resolution of Support re: the re-opening of Small Businesses

Councillor McConnell spoke to Item 5 – Volunteer Centre of St. Lawrence-Rideau Request re: Fire Hydrants with Personality, Item 9 – Township of Augusta Resolution re: Reversal of Ontario Fire College Closure, Item 13 – Municipality of Southwest Middlesex Resolution of Support re: Municipal Drainage matters and need for coordination with Canadian National Railway, Item 19 – Perth County Letter of Support re: Resolution to Extension of Grant Application Deadlines, Item 20 – Municipality of Grey Highlands Resolution of Support re: Increased Municipal Insurance Rates, and Item 24 – Town of Bracebridge Ratified Motion re: Infrastructure Funding.

8.2 Staff Report 10-2021 - By-Law Enforcement Activity within the Town of Prescott - January 1 through December 31, 2020

Recommendation:
For information.

8.3 Staff Report 11-2021 - Construction Activity in the Town of Prescott - January through December 2020

Recommendation:
For information.

9. Committee Reports – None

10. Mayor

Mayor Todd spoke to his attendance at the Eastern Ontario Mayors Caucus which took place on January 28, a Joint Services Meeting with the City of Brockville, the Town of Gananoque, and Town of Prescott and an upcoming Joint Services meeting with the United Counties of Leeds and Grenville. He referenced his attendance at a meeting with the CAO and Mayor of the Township of Augusta and the status of the Economic Development Strategic Plan and scheduling a meeting for the Joint Collaborative Economic Task Force.

Mayor Todd spoke further to his attendance at the Leeds, Grenville and Lanark Board of Health meeting which took place on January 21, the Housing Affordability Task Force meeting which took place on January 20, and a meeting with Parks Canada.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at the virtual ROMA conference which took place on January 25 and 26.

Councillor McConnell spoke to the Prescott Public Library's current hours, and upcoming Walker House virtual tours.

Councillor Ostrander spoke to his attendance at the Prescott Police Services Board meeting held on January 21, and a recent Connect Youth meeting.

Councillor Shankar spoke to the increased OPP presence in town addressing speeding concerns.

Councillor Young spoke to his attendance at a recent meeting of the St. Lawrence Lodge Committee of Management.

12. Staff

12.1 Staff Report 12-2021 - 2021 Census of Population

Motion 28-2021: McConnell, Burton

That the Corporation of the Town of Prescott supports the 2021 Census and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community; and

That staff issues a Media Release and promotes the 2021 Census further on the Town's social media outlets.

Carried

12.2 Staff Report 13-2021 - EOLC Commuter Pilot Application Update

Motion 29-2021: Jansman, Shankar

That Council direct Staff to submit a proposal to the Eastern Ontario's Leadership Council for a commuter service from Brockville to Cardinal in partnership with the City of Brockville, Township of Augusta, and the Township of Edwardsburgh Cardinal.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the public feedback received from the commuter service survey that was sent out to businesses along the County Road 2 route in Augusta, Edwardsburgh Cardinal, and Prescott. He outlined the timelines established for the pilot project, the financial implications, and the project funding.

Discussion was held regarding the pilot program, the implementation of the pilot project, continued partnerships between neighbouring municipalities, and the impact the pandemic may have on the success of the program, based on ridership.

12.3 2021 Budget Presentation: Environmental and Water & Wastewater

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

Discussion was held regarding the current unit price per tonne of solid waste, the increase in the amount of household waste during the pandemic, the costs associated with waste disposal, and the continued communication with residents of acceptable recyclables.

Mr. Armstrong, CAO/Treasurer, spoke to the Water & Wastewater budget.

Discussion was held regarding past debt payment amounts, the amounts going into reserves, and that the budget did not include any new developments in Edwardsburgh Cardinal or Augusta.

13. Resolutions – None

14. By-laws

14.1 Animal Control By-Law

Motion 30-2021: Shankar, Ostrander

That By-Law 05-2021, being a by-law to provide for the licensing and registering of animals and prohibiting their running at large, for regulating kennels and to regulate the keeping of animals in the Town of Prescott, and;

That By-Law 05-2021 be phased in over the calendar year of 2021 and implemented on January 1, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the by-law. He stated that changes had been made based on the feedback from Council at the previous meeting.

Shawn Merriman, Manager of Building and By-law, referenced responsible pet ownership and the updated fee schedule outlined in the by-law.

Discussion was held regarding the concept of control, if the response time for owners to claim pets should be increased from five days, and dogs identified as aggressive being prohibited at the public dog park.

Further discussion was held regarding delaying the implementation of the new the by-law to January 1, 2022, and that the remainder of the 2021 calendar year would be used to educate residents of the new changes to the by-law.

15. New Business – None

16. Notices of Motion – None

17. Mayor's Proclamation – None

18. Closed Session

Motion 31-2021: Shankar, Young

That Council move into Closed Session at 8:22 p.m. to address a matter pertaining to:

18.1 Purchase and 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

18.2 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

18.3 Approval of Closed Session Minutes

That the CAO/Treasurer, Clerk, Deputy Clerk, and Economic Development Officer remain in the room for Item 18.1; and that the CAO/Treasurer, Clerk, and Deputy Clerk remain in the room for Item 18.2 and 18.3.

Carried

Motion 32-2021: McConnell, Ostrander

That the meeting reconvene in open session. (Time: 9:06 p.m.)

Carried

19. Rise and Report

During the Closed Session Council received information and provided staff with direction on Item 18.1 – Purchase and Sale. Council also provided staff with feedback on Item 18.2 – Identifiable Individual, and accepted the minutes as presented on Item 18.3 - Approval of Closed Session Minutes.

20. Confirming By-Law – 06-2021

Motion 33-2021: Ostrander, Shankar

That By-Law 06-2021, being a by-law to confirm the proceedings of the Council meeting held on February 1, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 34-2021: Burton, Shankar

That the meeting be adjourned to Tuesday, February 16, 2021, at 6:00 p.m.
(Time: 9:08 p.m.)

Carried

Mayor

Clerk