



PRESCOTT TOWN COUNCIL
AGENDA

March 15, 2021

6:00 pm

Virtual Meeting

Our Mission:

To provide responsible leadership that celebrates our achievements and invests in our future.

Pages

1. Call to Order

2. Approval of Agenda

Recommendation

That the agenda for the Council meeting of March 15, 2021, be approved as presented.

3. Declarations of Interest

4. Presentations

5. Delegations

6. Minutes of the previous Council meetings

6.1. Council Minutes - March 1, 2021

1

Recommendation

That the Council minutes of March 1, 2021, be accepted as presented.

7. Communications & Petitions

8. Consent Reports

All matters listed under Consent Reports are to be considered routine and will be enacted by one motion. Should a member wish an alternative action from the proposed recommendation, the member shall request that the item be moved to the applicable section of the agenda.

RECOMMENDATION

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

8.1. Council Information Package (under separate cover)

8.2. Staff Report 25-2021 - 2020 Annual Drinking Water Quality Report 11

Recommendation

That Council accept the 2020 Annual Drinking Water Quality Report.

8.3. Staff Report 26-2021 - Emergency Management Program 25

Recommendation

For information.

9. Committee Reports

10. Mayor

11. Outside Boards, Committees and Commissions

12. Staff

12.1. Digital Mainstreet Presentation 29

12.2. Staff Report 27-2021 - Concerns with Cannabis Production Facilities 39

Recommendation

For information.

12.3. Staff Report 28-2021 - Community Grants 44

Recommendation

That Council approve the 2021 Community Grant payments totaling \$38,350 as outlined in Staff Report 28-2021; and

That Council approve a one-time payment to St. Lawrence Shakespeare Festival in the amount of \$6,500 for the modernization of equipment

which will be supported by using the provincial modernization grant received by the Town in 2019.

12.4. Staff Report 29-2021-Eastern Ontario Transit Pilot Project 47

Recommendation

That Council direct Staff to enter into a funding agreement with the Eastern Ontario Leadership Council for the Commuter Strategy Pilot Project; and

That Council direct Staff to enter into an operating agreement with the City of Brockville, Township of Augusta, and Township of Edwardsburgh Cardinal for the Brockville to Cardinal transit route as part of the Commuter Strategy Pilot Project; and

That Council approve up to \$10,000 of modernization funding to subsidize the operations of the Commuter Pilot Project transit service during the pilot phase.

12.5. Staff Report 30-2021 - 2021 Projects Budget 50

Recommendation

That Council approve the 2021 Projects Budget as outlined in Staff Report 30-2021.

12.6. Staff Report 31-2021 - 2021 Operational Budget 56

RECOMMENDATION

That Council approved the 2021 Operational Budget with total revenues and expenditures of \$9,359,612, and

That Council approve the 2021 Water and Wastewater Budget with total revenues and expenditures of \$2,913,022, and

That Council approve that the final property tax payment for 2021 shall be split into two equal payments due August 31, 2021 and October 29, 2021, and

That the 2021 Estimates By-law for \$5,619,943, 2021 Tax Ratios By-law, and 2021 Capping Thresholds By-law be prepared for the Council meeting of April 6, 2021.

13. Resolutions

14. By-laws

14.1. Fire Chief Appointment 60

Recommendation

That By-Law 12-2021, being a by-law to amend By-Law No. 03-2011, being a by-law to appoint a Fire Chief and Deputy Fire Chief, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

15. New Business

16. Notices of Motion

17. Mayor's Proclamation

18. Closed Session

Recommendation

That Council move into Closed Session at _____ to address matters pertaining to:

18.1 Approval of Closed Session Minutes; and

18.2 Board Appointments

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

18.3 Land Updates

- Under Section 239(c) of the *Municipal Act* - a proposed or pending acquisition or disposition of land by the municipality or local board; and

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

19. Rise and Report

20. Confirming By-Law – 13-2021

62

Recommendation

That By-Law 13-2021, being a by-law to confirm the proceedings of the Council meeting held on March 15, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

21. Adjournment



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, March 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

1. Call to Order

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

2. Approval of Agenda

Motion 46-2021: McConnell, Ostrander

That the agenda for the Council meeting of March 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 - February 16, 2021

Motion 47-2021: Burton, Shankar

That the Council minutes of February 16, 2021, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 48-2021: Ostrander, Jansman

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. Planning Advisory Committee Meeting Minutes – September 29, 2020
2. 2021 Grenville County OPP Operational Plan Highway Traffic Act Enforcement Strategy
3. Royal Canadian Legion Branch No. 97 - Thank you Letter
4. Township of Edwardsburg Cardinal resolution re: Commuter Transit Pilot Project
5. Sherwood Park Manor Expansion Media Release – February 16, 2021
6. Township of Perth South resolution of support re: Ontario's Announcement of Working Group to better focus Conservation Authorities
7. Municipality of St. Charles resolution of support re: Municipality of Tweed's request for action concerning Cannabis Production Facilities, the Cannabis Act, and the Health Canada Guideline
8. Township of Perry resolution of support re: Town of Carleton Place's request for support concerning the prioritization of Children and Childcare as part of the Government of Ontario's Post Pandemic Recovery Plan

Councillor Young spoke to Item # 7 – Municipality of St. Charles resolution of support re: Municipality of Tweed's request for action concerning Cannabis Production Facilities, the Cannabis Act, and the Health Canada Guideline

8.2 Staff Report 20-2021 - Statement of Remuneration and Expenses - Members of Council 2020

Recommendation:
For information.

9. Committee Reports – None

10. Mayor

Mayor Todd spoke to his attendance at a recent Joint Collaborative Economic Task Force meeting with Councillor Shankar and CAO Matthew Armstrong, a Joint Services Delivery Review meeting, the Leeds, Grenville and Lanark Board of Health meeting held on February 25, a meeting of the Housing Affordability Task Force held on February 24, a meeting of the Joint Services Committee Renegotiation Group, and a Planning Advisory Committee meeting held on February 17.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at a Planning Advisory Committee meeting held on February 17.

Councillor Jansman spoke to her attendance at a Planning Advisory Committee meeting held on February 17.

Mayor Todd spoke to a recent BIA meeting welcoming two new members and discussions on the streetscape plan.

Councillor McConnell spoke to the current hours of operation at the Prescott Public Library, the programming offered by Walker House, and the 2021 program development for the St. Lawrence Shakespeare Festival.

Councillor Ostrander spoke to his attendance at a recent Connect Youth meeting.

Councillor Shankar spoke to his attendance at the Joint Collaborative Economic Task Force meeting held in Augusta and referenced the discussions regarding shared services and opportunities for collaboration.

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

12. Staff

12.1 Staff Report 21-2021 - 2021 Community Grant Application Review Working Group

Motion 49-2021: Burton, Jansman

That Council appoint the following three members to the 2021 Community Grant Application Review Working Group to review the applications:

Councillor McConnell

Councillor Ostrander

Councillor Young

Carried

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

12.2 Staff Report 22-2021 - Official Plan Review - Special Council Meeting

Motion 50-2021: Young, Ostrander

That Council direct Staff to schedule a meeting of Council prior to the end of March 2021 to review and discuss the areas of focus of economic development to inform the Official Plan; and

That Staff formally schedule, and issue notice of a Special Meeting of Council on April 19th, 2021, as stipulated in Section 26 of the *Planning Act* as part of the Official Plan Review process.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the process involved with the Official Plan Review, the required meeting of Council, and the April 19th, 2021, scheduled meeting date.

Discussion was held regarding the economic development portion of the Official Plan to help develop the Economic Development Strategic Plan and the next steps for the Consultants.

12.3 Staff Report 23-2021 - Winter Maintenance Operations Review

Motion 51-2021: Burton, McConnell

For Council to direct Staff to conduct a public survey on Winter Maintenance Operations and for Staff to report back to Council in the summer on suggested modifications to the policy.

Carried

Nathan Richard, Interim Director of Operations, spoke to the report. He provided an overview of the 2015 policy, the levels of service outlined in the policy, the sidewalk clearing procedures, discussions with Student Transportation of Eastern Ontario, and the benefit of receiving feedback from residents through a public survey.

Discussion was held regarding the level of service provided, the newly purchased trackless allowing for faster sidewalk clearing, the timeline for releasing the survey, and using the survey as a tool to assist with educating the public on snow removal processes.

Further discussion was held regarding the responsiveness and great work of the Operations Department and the timeline for Council to submit their suggestions for the survey questions to staff.

12.4 2021 Project Budget Review and Alignment

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file. He referenced each project through the use of grants, funding, and reserves.

Discussion was held regarding contributions from St. Lawrence Utilities, the amount put into reserves for the Wastewater Treatment Plant, addressing issues along the property owned by the United Counties of Leeds and Grenville close to George Street, repairing the water pooling in the area to the west of the Marina, and the difference between the infrastructure reserve and the dedicated infrastructure reserve.

12.5 2021 Operational Budget Review and Alignment

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file. He referenced the timeline associated with the Operational Budget development, the alternatives for balancing the budget, and the budget alignment with the Strategic Plan and the Service Delivery Review.

Council members expressed their views regarding the 1% tax property tax levy increase dedicated to infrastructure funding. Further discussion was held regarding the purpose for waiving of the 1% increase in 2020 due to the COVID-19 pandemic and looking for areas of savings in order to decrease the tax increase to a maximum of 1.5%.

Motion 52-2021: Young, Ostrander

That Staff be directed to review the operational budget to find areas of saving to maintain a maximum increase of 1.5%, with 1% dedicated to the infrastructure reserve fund and bring that number back to the Council meeting of March 15, 2021.

Carried

12.6 Staff Report 24-2021 - Review of Council Remuneration 2019-2022 Term of Council

Motion 53-2021: Ostrander, Burton

That Council direct Staff to assemble a working group of three to five residents to review Council Remuneration as required by Section 283 (7) of the *Municipal Act, 2001* and provide recommendations from the working group to Council by May 31, 2021.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He stated that remuneration rates are required to be reviewed every term of Council, with the last remuneration taking place in 2016. He provided Council with the responses from 30 municipalities that answered the survey created by staff and spoke to the recommendation of the working group to review the responses.

Discussion was held regarding implementing the recommendations for the current term or the next term of Council, the option of discussing remuneration in 2022, the additional remuneration received by neighbouring municipalities from the United Counties of Leeds and Grenville for sitting on County Council and offsetting the change regarding employment expense to Council remuneration.

13. Resolutions

13.1 Resolution of Support re: Reversal of the Ontario Fire College Closure

Motion 54-2021: Ostrander, McConnell

That the Council of the Town of Prescott supports the attached resolution from the Township of Augusta, dated January 25, 2021, in support of the reversal of the decision to close of the Ontario Fire College; and

That this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, John Pegg, the Ontario Fire Marshal, and all Leeds and Grenville municipalities.

Carried

13.2 Resolution of Support re: Municipal Drainage Matters and need for coordination with Canadian National Railway

Motion 55-2021: Burton, Jansman

That the Council of the Town of Prescott support the attached resolution from the Municipality of Southwest Middlesex, dated November 25, 2020, regarding drainage matters: CN Rail; and

That a copy of this motion be sent to the Honourable Marc Gardeau, Minister of Transport, the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Michael Barrett, Member of Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, the Association of Municipalities of Ontario (AMO), and Leeds and Grenville municipalities.

Carried

13.3 Resolution of Support re: Increased Municipal Insurance Rates

Motion 56-2021: Ostrander, Shankar

That the Council of the Town of Prescott support the attached resolution from the Municipality of Grey Highlands, dated January 20, 2021, regarding insurance rate increases; and

That a copy of this motion be sent to The Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, and Leeds and Grenville municipalities.

Carried

Discussion was held regarding the recent increase in insurance rates.

13.4 Resolution of Support re: Future Grant Application Deadlines

Motion 57-2021: McConnell, Shankar

That the Council of the Town of Prescott support the attached resolution from the Corporation of the Township of Matachewan, dated November 25, 2020, supporting the request for future grant application deadlines be given a longer turnaround time; and

That a copy of this motion be sent to the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), and Leeds and Grenville municipalities.

Carried

13.5 Resolution of Support re: Infrastructure Funding Opportunities

Motion 58-2021: Ostrander, Burton

That the Council of the Town of Prescott support the attached resolution from the Corporation of the Town of Bracebridge, dated January 20, 2021, supporting Infrastructure Funding Opportunities; and

That a copy of this motion be sent to the Right Honourable Prime Minister of Canada, the Honourable Catherine McKenna, Minister of Infrastructure and Communities, the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Laurie Scott, Minister of Infrastructure, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Michael Barrett, Member of Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and Leeds and Grenville municipalities.

Carried

14. By-laws

14.1 Leeds and Grenville Joint Services Committee Agreement - Amendment

Motion 59-2021: Ostrander, Young

That By-Law 08-2021, being a by-law to amend By-Law 10-2000, being a by-law to enter into an agreement with the United Counties of Leeds & Grenville, the City of Brockville and the Town of Gananoque for the governance and management of social services, social housing, Provincial Offences Act administration and land ambulance, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

14.2 254 King Street West - Encroachment Agreement

Motion 60-2021: Shankar, Jansman

That By-law 09-2021, being a by-law to permit an encroachment at 254 King Street West, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Discussion was held regarding the investment in the downtown core by businesses, the Community Improvement Program, and the improved accessibility downtown.

14.3 232 King Street West - Encroachment Agreement

Motion 61-2021: Jansman, Burton

That By-law 10-2021, being a by-law to permit an encroachment at 232 King Street West, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business – None

16. Notices of Motion – None

17. Mayor's Proclamation – None

18. Closed Session

Motion 62-2021: Ostrander, McConnell

That Council move into Closed Session at 8:12 p.m. to address matters pertaining to:

18.1 HR Matters

- Under Section 239(d) of the *Municipal Act* - labour relations or employee negotiations; and

18.2 Approval of Closed Session Minutes; and

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

Carried

19. Rise and Report

During the Closed Session Staff received direction on Items 18.1 – HR Matters in regards to an organizational review and accepted the Closed Session minutes as presented on Item 18.2 – Approval of Closed Session Minutes.

20. Confirming By-Law – 11-2021

Motion 63-2021: Young, Ostrander

That By-Law 11-2021, being a by-law to confirm the proceedings of the Council meeting held on March 1, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 64-2021: Shankar, Burton

That the meeting be adjourned to Monday, March 15th, 2021, at 6:00 p.m.
(Time: 9:01 p.m.)

Carried

Mayor

Clerk

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 25-2021

Date: March 15, 2021

From: Matthew Armstrong, Chief Administrative Officer & Treasurer

Re: 2020 Annual Drinking Water Quality Report

Recommendation:

That Council accept the 2020 Annual Drinking Water Quality Report.

Background / Analysis:

The Annual Drinking Water Quality Report (ADWQR) is a requirement under Schedule 22 of Ontario Regulation (O. Reg) 170/03 – Drinking Water Systems (the “Regulation”). This annual report is to be posted on the Town’s website and presented to Council.

Legislative amendments to the *Safe Drinking Water Act, 2002*, released in 2004 resulted in substantial changes to Water and Wastewater operations. Amendments to O. Reg 170/03 increased the regulatory compliance requirements on system operations. The amendments also required an increase in reporting by system owners on the performance of systems to the Ministry of Environment, Conservation and Parks and applicable stakeholders. Reporting under Schedule 22 and Section 11 of O. Reg 170/03 was mandated, requiring the owner of a drinking water system to prepare an ADWQR in accordance with the Regulation and submit these reports to Council and the public.

The attached ADWQR provides a summary of the legislation requirements under the Act, and includes a summary of any non-compliance incidents, flow rates, regulatory sample results summary, and a major maintenance summary. In 2020, there were no non-compliance incidents to report.



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

Alternatives:

N/A

Financial Implications:

N/A

Attachments:

- 2020 Drinking Water System Annual Report

Submitted by

Matthew Armstrong
Chief Administrative Office & Treasurer

Town of Prescott Drinking Water System

Waterworks # 220001245
System Category – Large Municipal Residential

Annual Report

Reporting Period of January 1st – December 31st 2020

Issued: February 26, 2021

Revision: 1

Operating Authority:



This report has been prepared to satisfy the annual reporting requirements in O. Reg. 170/03 Section 11 and Schedule 22

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Report Availability

As the Town of Prescott's drinking water system is considered a large municipal residential system under O. Reg. 170/03, this report must be made available to the public. It can be found at the Town Hall located at 360 Dibble Street West, Prescott, Ontario and on the Town website (www.prescott.ca).

Compliance Report Card

Compliance Event	# of Events
Ministry of Environment Inspections	1
Ministry of Labour Inspections	0
QEMS External Audit	1
AWQI's/BWA	0
Non-Compliance	0
Spills	0
Watermain Breaks	2

System Process Description

Raw Source

Water is drawn from the St. Lawrence River into the plant via a 600 mm diameter steel intake pipe equipped with a sodium hypochlorite feed system for zebra mussel control. Raw water passes through a travelling screen unit located in the low lift building. The unit consists of wire mesh screens on a rotating belt. From there it is pumped to the plant for treatment.

Treatment

Once water enters the plant, an aluminum based coagulant is added and flash mixed. The water then travels to flocculation tanks where the coagulant is allowed time to attract fine particles from the water. From there, the water passes through one of three dual media rapid sand filters. Sodium hypochlorite and hydrofluosilicic acid are added as water enters the clearwell. To maximize contact time, the treated water is diverted to two baffled reservoirs, each with a capacity of 800 m³. Four vertical turbine pumps are available for supplying the distribution demand as needed.

Distribution

Watermains in the distribution system are composed of PVC, cast iron and ductile iron. An elevated storage tank is located on Wood Street and has a storage capacity of 2,272 m³. The storage facility provides for peak hour demands and fire flows.

Treatment Chemicals used during the reporting year

Chemical Name	Use	Supplier
Aluminum Sulphate	Coagulant	Chemtrade
Hydrofluosilicic Acid	Fluoride	Brenntag
Sodium Hypochlorite	Disinfection	UBA

Summary of Non-Compliance

Adverse Water Quality Incidents

Date	AWQI #	Location	Problem	Details	Legislation	Corrective Action Taken
None to report.						

Non-Compliance

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
None to report.				

Non-Compliance Identified in a Ministry Inspection

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
None to report.				

Flows

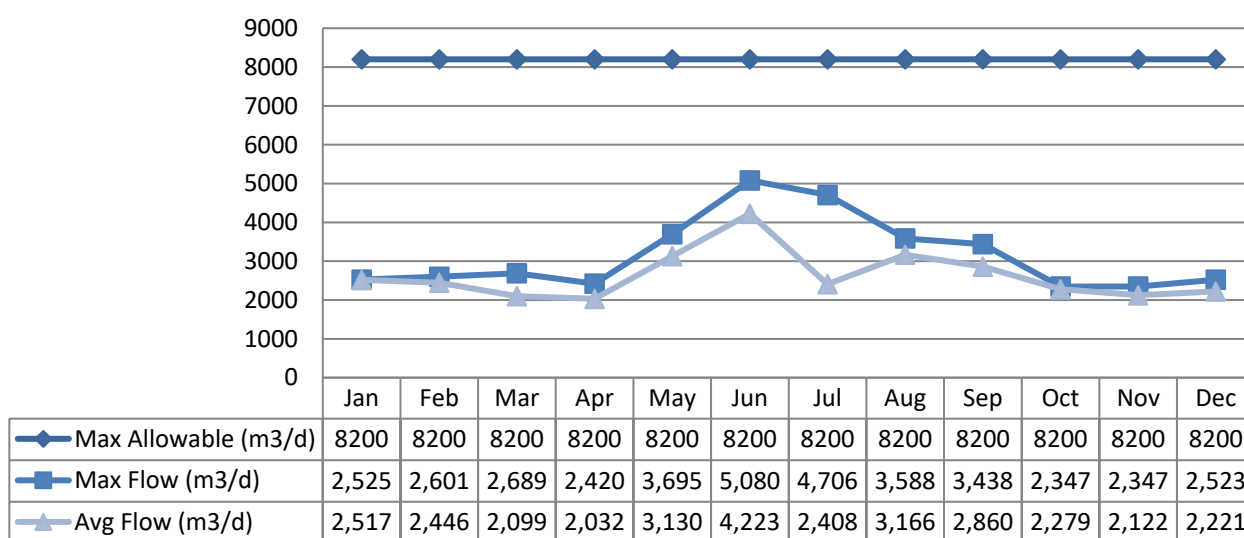
Prescott's drinking water system is operating on average under half the rated capacity.

Raw Water Flows

Raw water flows are regulated under the Permit to Take Water (PTTW). Raw flow data for 2020 was submitted to the Ministry electronically under Permit #5506-9RMLKE. The submission confirmation can be found attached in Appendix A.

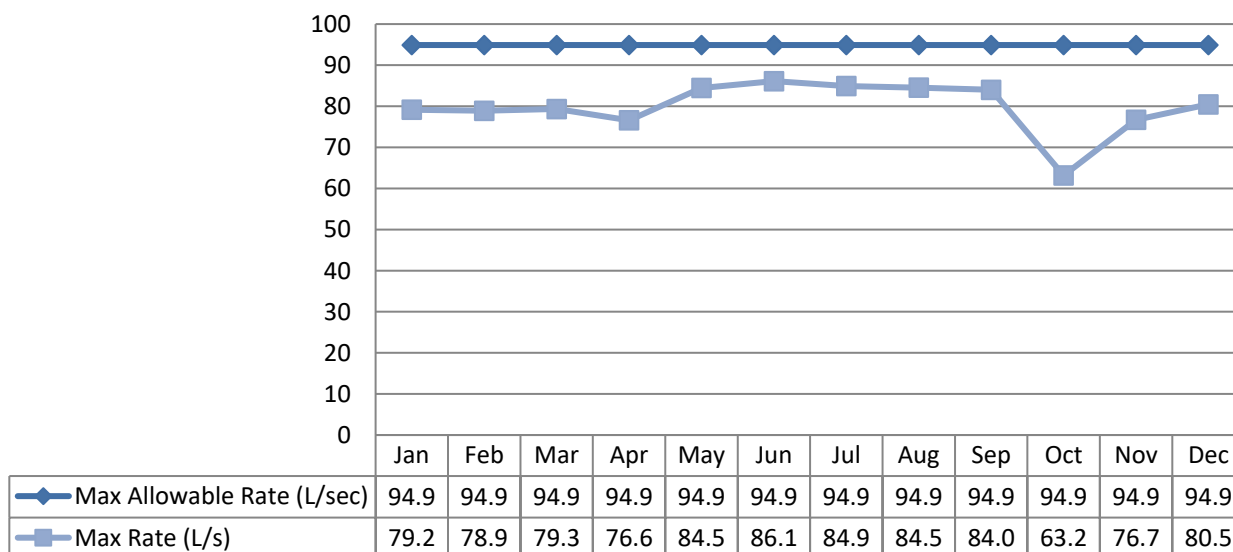
Raw Flows

Max. Allowable Flow - PTTW



Maximum Flow Rates

Max. Allowable Rate - PTTW

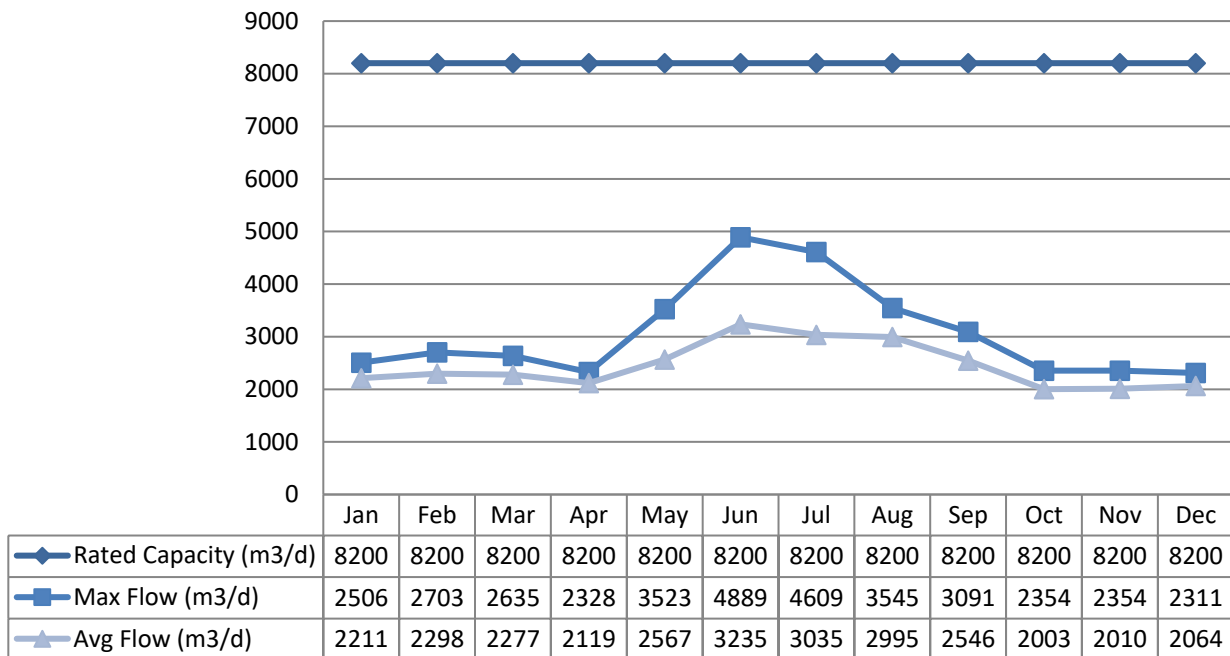


Treated Water Flows

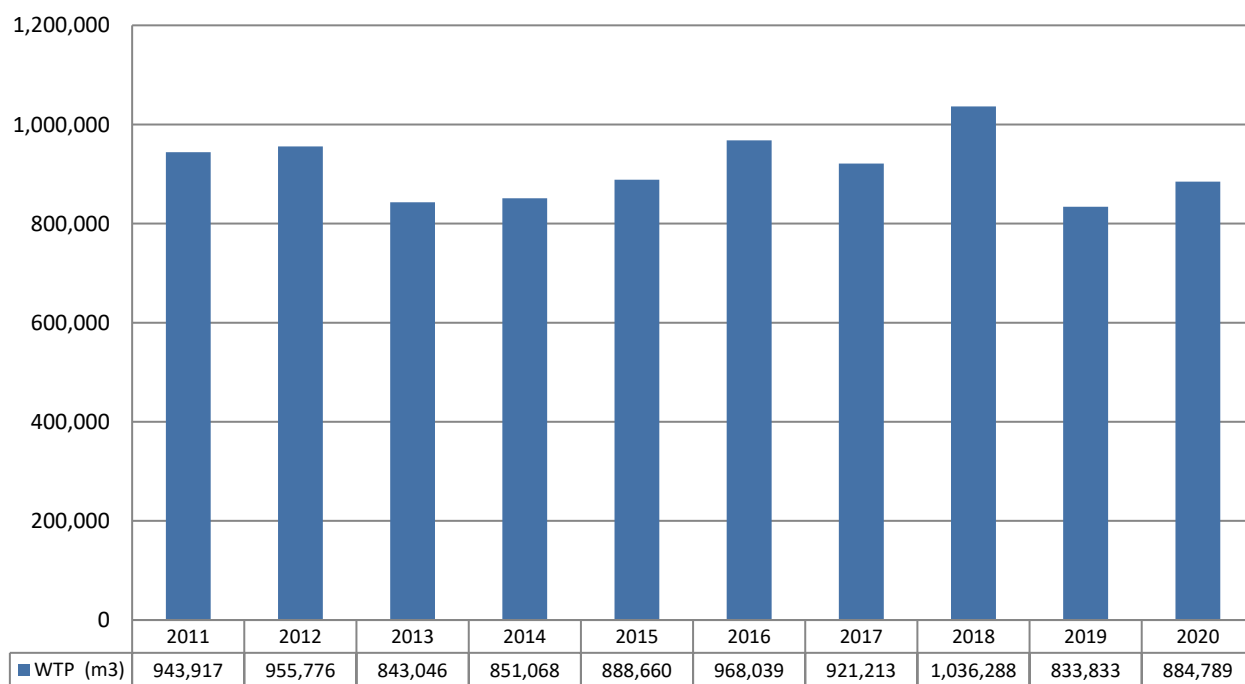
Treated water flows are regulated under the Municipal Drinking Water Licence (MDWL).

Treated Flows

Rated Capacity - MDWL



Annual Total Flow Comparison



Regulatory Sample Results Summary

Microbiological Testing

	No. of Samples Collected	Range of E.Coli Results		Range of Total Coliform Results		Range of HPC Results	
		Min	Max	Min	Max	Min	Max
Raw Water	52	0	1	0	31	n/a	n/a
Treated Water	52	0	0	0	0	10	80
Distribution Water	234	0	0	0	0	10	20

Operational Testing

	No. of Samples Collected	Range of Results		
		Minimum	Average	Maximum
Turbidity (NTU) - RW	8760	N/A	0.90	4.85
Turbidity (NTU) - TW	8760	N/A	0.06	1.16
Turbidity (NTU) - Filt1	8760	N/A	0.03	0.44
Turbidity (NTU) - Filt2	8760	N/A	0.02	0.85
Turbidity (NTU) - Filt3	8760	N/A	0.05	0.28
Free Chlorine Residual (mg/L) - TW	8760	1.10	1.60	2.89
Free Chlorine Residual, On-Line (mg/L) - DW	8760	0.40	1.42	2.76
Free Chlorine Residual, In-House (mg/L) - DW	210	0.28	N/A	1.98
Fluoride Residual (mg/L) - TW	8760	0.04	0.61	1.25

NOTE: Spikes recorded by on-line instrumentation may result from air bubbles and various maintenance/calibration activities. All spikes are reviewed for compliance with O. Reg. 170/03

Inorganic Parameters

These parameters are tested as a requirement under O. Reg. 170/03. Sodium and Fluoride are required to be tested every 60 months. Nitrate and Nitrite are tested quarterly and metals are tested annually as required under O. Reg. 170/03. In the event any parameter exceeds half the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O. Reg. 169/03
- MDL = Below the laboratory detection level

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Treated Water					
Antimony: Sb (ug/L) - TW	2020/01/20	0.1	6.0	No	No
Arsenic: As (ug/L) - TW	2020/01/20	0.3	10.0	No	No
Barium: Ba (ug/L) - TW	2020/01/20	21.0	1000.0	No	No
Boron: B (ug/L) - TW	2020/01/20	22.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2020/01/20	<MDL 0.02	5.0	No	No
Chromium: Cr (ug/L) - TW	2020/01/20	<MDL 2.0	50.0	No	No
Mercury: Hg (ug/L) - TW	2020/01/20	<MDL 0.02	1.0	No	No
Selenium: Se (ug/L) - TW	2020/01/20	<MDL 1.0	50.0	No	No

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Uranium: U (ug/L) - TW	2020/01/20	0.2	20.0	No	No
Additional Inorganics					
Nitrite (mg/L) - TW	2020/01/20	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2020/04/06	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2020/07/13	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2020/10/05	<MDL 0.1	1.0	No	No
Nitrate (mg/L) - TW	2020/01/20	0.3	10.0	No	No
Nitrate (mg/L) - TW	2020/04/06	0.3	10.0	No	No
Nitrate (mg/L) - TW	2020/07/13	0.2	10.0	No	No
Nitrate (mg/L) - TW	2020/10/05	0.2	10.0	No	No
Sodium: Na (mg/L) - TW	2019/01/14	15.9	20.0	n/a	n/a

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Schedule 15 Sampling:

The Schedule 15 Sampling is required under O. Reg. 170/03. This system is under a reduced sampling schedule. No plumbing samples were collected.

Distribution System	Number of Sampling Points	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
			Minimum	Maximum		
Alkalinity (mg/L)	9	9	79	86	n/a	n/a
pH	9	9	7.59	7.89	n/a	n/a
Lead (ug/l)	3	3	0.02	0.08	10	0

Organic Parameters

These parameters are tested annually as a requirement under O. Reg. 170/03. In the event any parameter exceeds half the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O. Reg. 169/03
- MDL = Below the laboratory detection level

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Treated Water					
Alachlor (ug/L) - TW	2020/01/20	<MDL 0.3	5.0	No	No
Atrazine + Metabolites (ug/L) - TW	2020/01/20	<MDL 0.5	5.0	No	No
Azinphos-methyl (ug/L) - TW	2020/01/20	<MDL 1.0	20.0	No	No
Benzene (ug/L) - TW	2020/01/20	<MDL 0.5	1.0	No	No
Benzo(a)pyrene (ug/L) - TW	2020/01/20	<MDL 0.005	0.01	No	No
Bromoxynil (ug/L) - TW	2020/01/20	<MDL 0.5	5.0	No	No
Carbaryl (ug/L) - TW	2020/01/20	<MDL 3	90.0	No	No

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Carbofuran (ug/L) - TW	2020/01/20	<MDL 1.0	90.0	No	No
Carbon Tetrachloride (ug/L) - TW	2020/01/20	<MDL 0.2	2.0	No	No
Chlorpyrifos (ug/L) - TW	2020/01/20	<MDL 0.5	90.0	No	No
Diazinon (ug/L) - TW	2020/01/20	<MDL 1.0	20.0	No	No
Dicamba (ug/L) - TW	2020/01/20	<MDL 10.0	120.0	No	No
1,2-Dichlorobenzene (ug/L) - TW	2020/01/20	<MDL 0.5	200.0	No	No
1,4-Dichlorobenzene (ug/L) - TW	2020/01/20	<MDL 0.5	5.0	No	No
1,2-Dichloroethane (ug/L) - TW	2020/01/20	<MDL 0.5	5.0	No	No
1,1-Dichloroethylene (ug/L) - TW	2020/01/20	<MDL 0.5	14.0	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2020/01/20	< 0.5	50.0	No	No
2,4-Dichlorophenol (ug/L) - TW	2020/01/20	<MDL 0.1	900.0	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2020/01/20	<MDL 10.0	100.0	No	No
Diclofop-methyl (ug/L) - TW	2020/01/20	<MDL 0.9	9.0	No	No
Dimethoate (ug/L) - TW	2020/01/20	<MDL 1.0	20.0	No	No
Diquat (ug/L) - TW	2020/01/20	<MDL 5.0	70.0	No	No
Diuron (ug/L) - TW	2020/01/20	<MDL 5.0	150.0	No	No
Glyphosate (ug/L) - TW	2020/01/20	<MDL 25.0	280.0	No	No
Malathion (ug/L) - TW	2020/01/20	<MDL 5.0	190.0	No	No
2-Methyl-4chlorophenoxyacetic Acid (MCPA) (ug/L) - TW	2020/01/20	<MDL 10.0	100.0	No	No
Metolachlor (ug/L) - TW	2020/01/20	<MDL 3.0	50.0	No	No
Metribuzin (ug/L) - TW	2020/01/20	<MDL 3.0	80.0	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) - TW	2020/01/20	<MDL 0.5	80.0	No	No
Paraquat (ug/L) - TW	2020/01/20	<MDL 1.0	10.0	No	No
PCB (ug/L) - TW	2020/01/20	<MDL 0.05	3.0	No	No
Pentachlorophenol (ug/L) - TW	2020/01/20	<MDL 0.1	60.0	No	No
Phorate (ug/L) - TW	2020/01/20	<MDL 0.3	2.0	No	No
Picloram (ug/L) - TW	2020/01/20	<MDL 15.0	190.0	No	No
Prometryne (ug/L) - TW	2020/01/20	<MDL 0.1	1.0	No	No
Simazine (ug/L) - TW	2020/01/20	<MDL 0.5	10.0	No	No
Terbufos (ug/L) - TW	2020/01/20	<MDL 0.5	1.0	No	No
Tetrachloroethylene (ug/L) - TW	2020/01/20	<MDL 0.5	10.0	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2020/01/20	<MDL 0.1	100.0	No	No
Triallate (ug/L) - TW	2020/01/20	<MDL 10.0	230.0	No	No
Trichloroethylene (ug/L) - TW	2020/01/20	<MDL 0.5	5.0	No	No
2,4,6-Trichlorophenol (ug/L) - TW	2020/01/20	<MDL 0.1	5.0	No	No
Trifluralin (ug/L) - TW	2020/01/20	<MDL 0.5	45.0	No	No
Vinyl Chloride (ug/L) - TW	2020/01/20	<MDL 0.2	1.0	No	No

Distribution samples are tested quarterly for THM's and HAA's in accordance with O. Reg. 170/03.

	Sample Year	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Distribution Water					
Trihalomethane (THM): Total (ug/L) Annual Average - DW	2020	34.0	100.00	No	No
Haloacetic Acid (HAA): Total (ug/L) Annual Average - DW	2020	12.5	80.00	No	No

Additional Legislated Samples

Document	Parameter	Limit (mg/L)	Result (mg/L)
MDWL # 161-101	Filter Backwash Supernatant Suspended Solids	Annual Average < 25	5.5

Major Maintenance Summary

Description
<ul style="list-style-type: none"> - Annual chemical pump maintenance; replacement heads purchased - Annual analyzer maintenance; new fluoride probes and spare chlorine probe purchased - Annual generator maintenance - Backwash Tank #1 and #2 cleaned and inspected - 6 door hatches rebuilt to clearwell - Filter #1 media/anthracite replacement - Rebuild Floc Tank #2 mixer engine; purchased replacement motor - Purchased 4 PLC cards and Allen Bradley PLC; software not installed yet due to Covid-19 - Insulated boiler system piping - Replaced actuators on Backwash, Filter #1, and Filter #2 flow control valves - HVAC inspection and air exchanger maintenance - Lifting equipment cranes repaired, new gantry purchased - Cleaned and inspected intake crib - Installed new flooring in office/control room - Fabricated and replaced steel flange on Filter #3 - Rebuilt Low Lift Pump #1

Appendix A

WTRS Submission Confirmation

Water Taking Data submitted successfully.

Confirmation:

Thank you for submitting your water taking data online.

Permit Number: 5506-9RMLKE

Permit Holder: THE CORPORATION OF THE SEPARATED TOWN OF PRESCOTT.

Received on: Feb 3, 2021 12:54 PM

This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.

[Print Confirmation](#)

[Return to Main Page](#)

KAYLEE SAAR | 2021/02/03
version: v4.5.0.21 (build#: 22)
Last modified: 2018/09/18

		Date Req'd
Information Purposes	X	Mar. 15 '21
Policy / Action Req'd		
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 26-2021

Date: March 15, 2021

From: Tracy Day, Fire Administrator/CEMC

Re: Emergency Management Program Annual Report

Recommendation:

For information.

Background/Analysis:

In accordance with the *Emergency Management and Civil Protection Act*, Ontario Regulation 380/04,, s. 11 (5) and (6), the Emergency Management Program Committee (EMPC) is required to advise Council on the development and implementation of the municipality's emergency management program and conduct an annual review of the municipality's program.

Alternatives:

The Emergency Management Program (EMPC) objectives for the 2020 year included:

- EMPC meeting to meet the requirement of the Office of the Fire Marshal Emergency Management (OFMEM) Emergency Management Program
- provide applicable training to members of the Municipal Emergency Control Group (MECG)
- update the Emergency Response Plan (ERP) and conduct an annual exercise.

The EMPC met on several occasions during the period of March 2020 – December 2020 in conjunction with the MECG meetings around COVID-19 pandemic. Minutes were taken at each meeting to maintain a record of emergency management program activities, which included the following changes to the Emergency Plan:

- Reviewed and updated the Critical Infrastructure.
- Reviewed and updated the Hazardous Identification and Risk Assessment (HIRA);



		Date Req'd
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- Reviewed and updated the Municipal Emergency Contact Group (MECG) information.

Emergency Preparedness Week was May 3 – May 9th, 2020 and the Town of Prescott promoted the following public awareness and education:

- Print ad regarding Emergency Preparedness. The cost was shared with all municipalities within Leeds Grenville.
- Daily radio ads broadcasted on 107.9 Coast FM during week in conjunction with Townships of Augusta and Edwardsburgh/Cardinal. Cost was shared.
- Daily Facebook posts on Prescott Fire Department and Town of Prescott pages. This included posts on emergency preparedness, 72 Hour Kit, COVID-19
- Banner on the home page of the Town of Prescott website for the week.
- Dedicated web page on town website www.prescott.ca with COVID-19 information and quick links for residents. Material is updated on frequent basis as information changes during pandemic also with the sharing of news releases from the Town of Prescott and health unit

The Emergency Management Program objectives for 2021 will include the following recommendations:

- Assign and train MECG alternates in 2021
- Hold a BEM training course for MECG members/alternates in 2021
- Update, develop and improve components of the Emergency Plan with learnings/procedures/new protocols from COVID-19 Pandemic
- Organize and conduct annual exercise

Tracy Day, CEMC filed the 2020 Compliance documentation with the OFMEM on December 17, 2020.

The Town of Prescott received their compliance letter for 2019 on February 15, 2020. A copy of this letter is attached.

Alternatives:

None

Financial Implications:



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Expenses for training and advertising were included in the 2020 operating budget. COVID-19 pandemic incurred expenses have been tracked separately since the Town of Prescott declared a state of emergency on March 23, 2020.

Attachments:

- 2019 Town of Prescott Compliance Letter

Submitted by

Tracy Day
Fire Administrator/CEMC

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



February 15, 2020

Your Worship Brett Todd
Town of Prescott
P.O. Box 160, 360 Dibble St. West
Prescott, ON K0E1T0

Dear Mayor:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2019.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2019. I look forward to continuing to work with you to ensure your continued compliance in 2020.

If you have any questions or concerns about this letter, please contact your Emergency Management Field Officer; their contact information is below.

Name: TeresaAlonzi

Email: teresa.alonzi2@ontario.ca

Phone: 613-329-0807

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Browne".

Douglas Browne
Chief of Emergency Management

cc: Tracy Day - CEMC
Teresa Alonzi - Field Officer - Loyalist Sector



DIGITAL MAIN ST.

March 15, 2021



With the support of the Government of Canada
through the Federal Economic Development
Agency for Southern Ontario.





Digital Transformation Grant

- Businesses within the BIA Area, as well as those zoned consistently with that area, were eligible to apply.
- Applicants completed a Digital Assessment and Digital Skills Training prior to submitting applications.
- Applications assessed by OBIAA
 - 16 Total Applications in Town of Prescott
 - 15 OBIAA Grant Approvals (\$37,500)
- Town of Prescott also sponsored a separate DTG for businesses that were not eligible for the OBIAA-funded grant.
 - 3 Total Applications
 - 3 Prescott Grant Approvals (\$7,500)



DMS FUTURE PROOF

- Managed by Launch Lab
- Businesses are assigned a five person “Transformation Team”
- Team works directly with business on branding, marketing, and social media development
- Team assists business with initial implementation and skills development
- Business is left with a comprehensive marketing and social media strategy, along with the tools to help implement it.

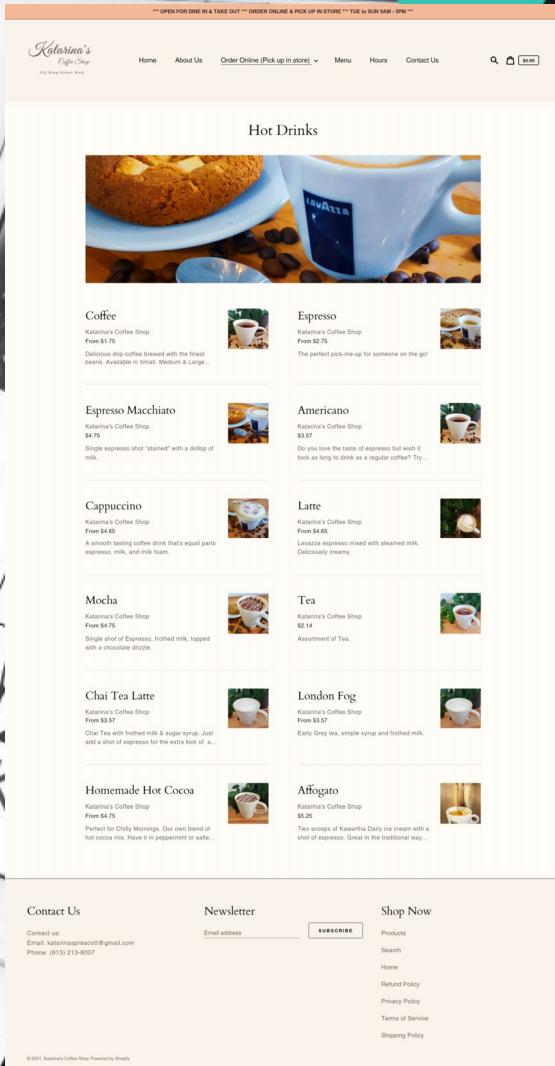


DMS shopHERE

powered by Google

- Businesses assigned an e-commerce coordinator to work directly with them
- Coordinator assists the business in developing an e-commerce site
- Business is trained on the site's usage and administration
- Business is provided marketing support including credits for popular online advertising sources
- Business receives a free 90 day subscription to the chosen e-commerce platform.





Success Stories



- Developed comprehensive branding and social media strategy (Future Proof).
- Activated e-Commerce platform (ShopHere).
- Invested in hardware to optimize inventory management (DTG/DSS).
- Ongoing social media and design training (DTG/DSS).

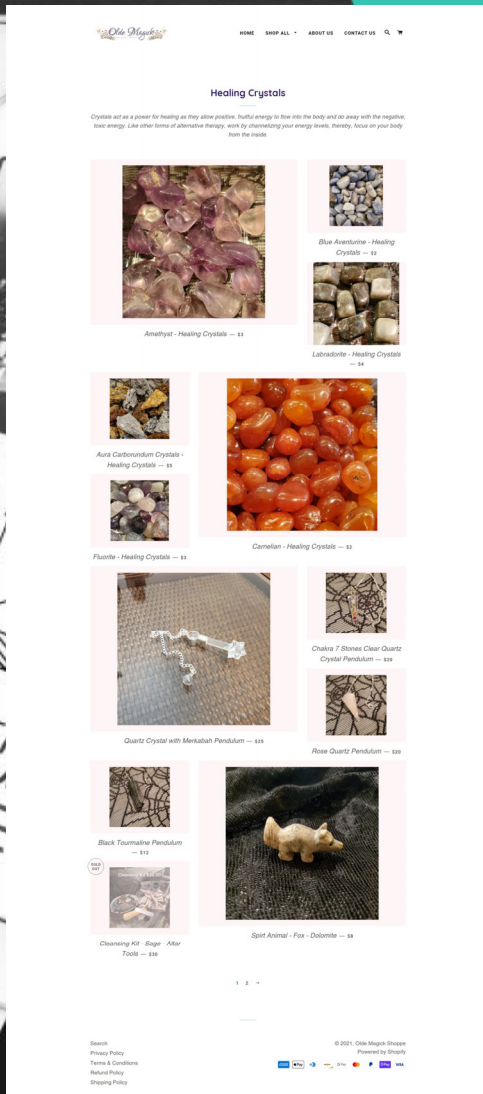
**DIGITAL
MAIN ST.**

Success Stories



- Developed an online teaching/event hosting platform (DTG/DSS).
- Activated e-commerce (ShopHere).
- Increased Digital Marketing efforts (DTG/DSS).
- Started a series of streamed events on Facebook Live (DSS).

**DIGITAL
MAIN ST.**



DIGITAL MAIN ST.

Social Marketing

DMS shopHERE

powered by Google

Get Online. Start Selling.

"Setting up a Shopify e-commerce site was easy with the ShopHERE program. Tante's Attic is already online and ready for the holiday season."

Cheryl Snelleman, Owner, Tante's Attic
www.tantes-attic.ca

*Free set-up and 1 month subscription to Shopify
*one-on-one support
*Free .ca domain registration
*digital marketing training and ad credits

Visit www.digitalmainstreet.ca/shophere - sign up to register or contact dss@prescott.ca for more information.



DIGITAL
MAIN ST.

"The Digital Transformation Grant is helping us build our first website and purchase technology to make it easier to manage our social media and sales systems."

L C HAIR
Lacey Casselman, Owner
222 King Street West, Prescott

Funding available for digital marketing, design, consulting, web development, software, and more.

Deadline December 31st or until funds are fully committed.

Contact the South Grenville Digital Service Squad at dss@prescott.ca for more information.



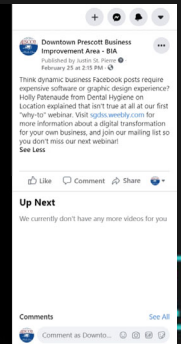
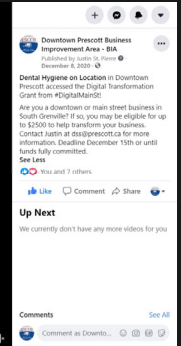
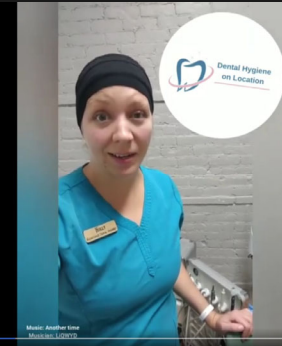
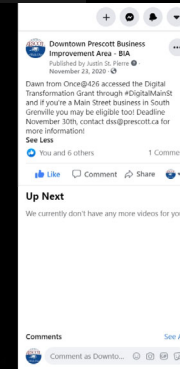
DMS FUTURE PROOF

"The Future Proof program took me on a deep dive into my business. Expert advisors were able to evaluate my business and provide me a strategic, actionable plan and implementation support as Katarina's transitions to year-round operation."

Nicole Hudson, Owner
Katarina's Coffee Shop
513 King Street West, Prescott
www.katarinasprescott.ca

*Access advisors to help evaluate your business model
*Review and revise your digital marketing and branding
*Receive expert implementation support through a dedicated Transformation Team

Contact the South Grenville Digital Service Squad at dss@prescott.ca for more information.



**DIGITAL
MAIN ST.**

Think Local. Act Digital.

Featured Businesses

Dental Hygiene on Location
Holly Patenaude, Owner



facebook.com/DentalHygieneonLocation
dentalhygieneonlocation.com

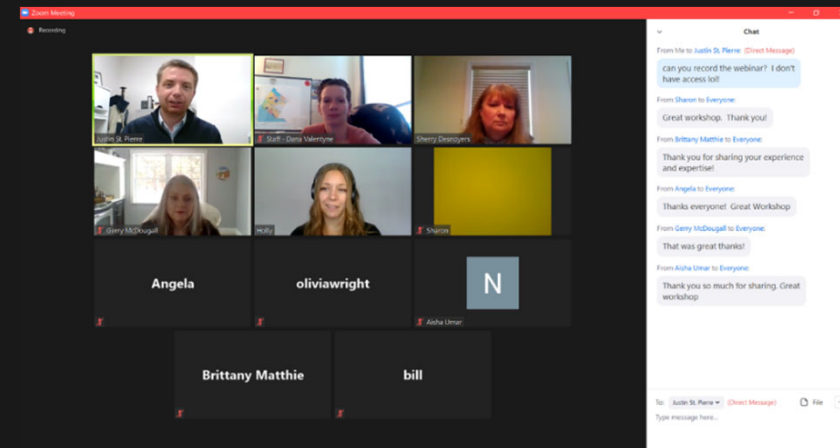
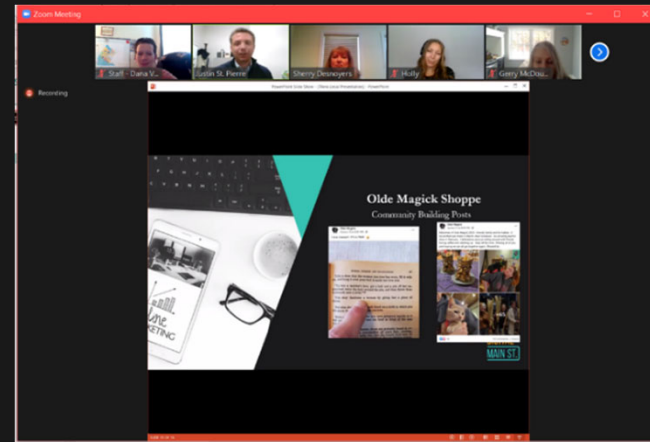
Olde Magick Shoppe
Sherry Desnoyers, Owner



facebook.com/OldeMagick
oldemagick-shoppe.myshopify.com

**January 21st
2 p.m.
Register Now**

Why-to Webinars



**DIGITAL
MAIN ST.**



Think Local Podcast



Think Local. Act Digital.

A Truly Digital Main Street: Michelle Peters of Watergirl Quilt Co.

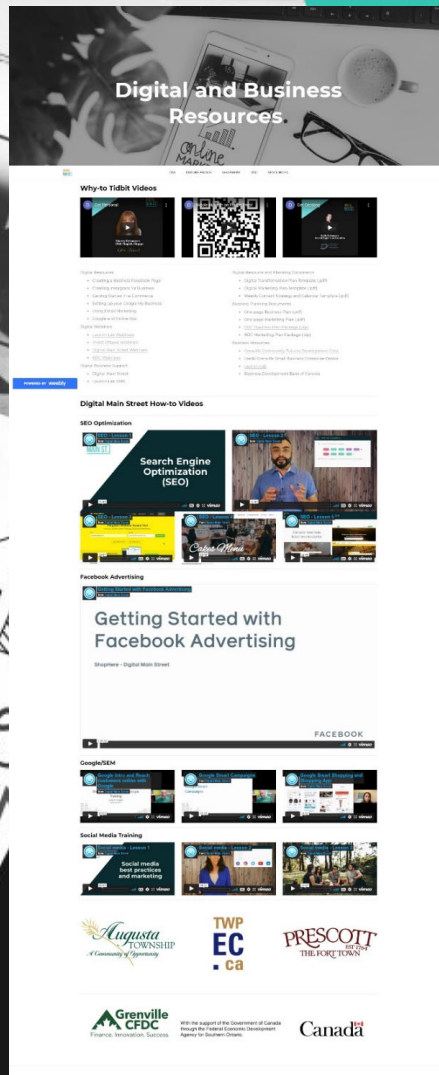
Share



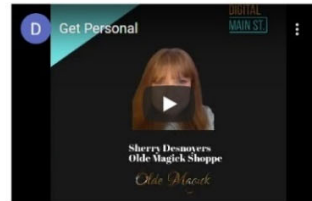
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- | | | |
|---|-------|---|
| ▶ A Truly Digital Main Street: Michelle Peters of Watergirl Quilt Co. | 21:29 | ⌵ |
| ▶ Is your Business Future Proof?: Nicole Hudson from Katarina's Coffee Shop | 10:41 | ⌵ |
| ▶ Think Local. Act Digital: Two Local Businesses Discuss Social Media. | 37:52 | ⌵ |





Why-to Tidbit Videos



Digital Resources

- Creating a Business Facebook Page
- Creating Instagram for Business
- Getting Started in e-Commerce
- Setting up your Google My Business
- Using Email Marketing
- Google and Online Ads

Digital Webinars

- [Launch Lab Webinars](#)
- [Invest Ottawa Webinars](#)
- [Digital Main Street Webinars](#)
- [BDC Webinars](#)

Digital Business Support

- Digital Main Street
- Launch Lab DMS

Digital Resource and Planning Documents

- Digital Transformation Plan Template (.pdf)
- Digital Marketing Plan Template (.pdf)
- Weekly Content Strategy and Calendar Template (.pdf)

Business Planning Documents

- One-page Business Plan (.pdf)
- One-page Marketing Plan (.pdf)
- [BDC Business Plan Package \(.zip\)](#)
- [BDC Marketing Plan Package \(.zip\)](#)

Business Resources

- [Grenville Community Futures Development Corp.](#)
- [Leeds-Grenville Small Business Enterprise Centre](#)
- [Launch Lab](#)
- [Business Development Bank of Canada](#)



		Date Req'd
Information Purposes	X	Mar. 15 '21
Policy / Action Req'd		
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 27-2021

Date: March 15, 2021

From: Lindsey Veltkamp, Director of Administration/Clerk

Re: Concerns regarding Cannabis Production Facilities

Recommendation:

For information.

Background / Analysis:

At the Council meeting of March 1, 2021, a resolution of support was highlighted from the Information Package regarding Cannabis Production Facilities, the *Cannabis Act*, and Health Canada Guidelines.

The *Cannabis Act S.C. 2018, c.16*, permits the commercial growth of cannabis by license holders. While there are many kinds of licenses, there are three forms of cultivation licenses. These licenses do not permit sales to the general public but allow for the sale of medicinal cannabis through the mail.

Cannabis Regulations, SOR/2018-144, Part 2, Section 7, outline the pre-licensing requirements for applicants, including the notification of the local government, the local fire authority, and the local police force prior to submitting an application for a license for cultivation. This notice must contain the address of the facility, the buildings where the cannabis related activities will be conducted, as well as other elements. There are valid concerns regarding situations where applicants do not submit a letter of notification to the required authorities and facilities are operating without the municipality's knowledge.

In June of 2018, the Prescott Fire Department responded to a call located at a building in proximity to a large intersection in town. Notification had not been provided to the municipality, the fire department, or OPP regarding the use of this building as a cannabis production facility. Proper notification and consultation with local authorities can provide for proper response while ensuring precautions are taken when responding to calls.

		Date Req'd
Information Purposes	X	Mar. 15 '21
Policy / Action Req'd		
Strategic Plan		

Municipalities are arguing that cannabis production facilities are not required to meet the same regulations and guidelines as other pharmaceutical industries. The lack of consideration of the municipality regardless of municipal Zoning By-Laws or Cannabis Production By-Laws, which limit cannabis production facilities to certain areas to ensure security and long-term safety, is being raised as a concern.

Municipalities are asking that that the Province amend legislation to establish new offence(s) under the *Provincial Offence Act*, to fine for offences of unlicensed cannabis operations. Consultation with municipalities to monitor non-compliance can make sure the safety of residents, first responders, and municipal staff.

Cannabis production will be contemplated and incorporated as part of the Official Plan and zoning bylaw review and revisions.

Council may wish to consider passing a motion in support of this resolution at this meeting or a separate resolution of support could be brought back to the meeting of April 6, 2021, for final consideration and passage.

Alternatives:

None

Financial Implications:

None

Attachments:

- Municipality of St.-Charles Resolution of Support re: Request for action concerning Cannabis Production Facilities, the *Cannabis Act*, and Health Canada Guidelines

Submitted by

Lindsey Veltkamp
Director of Administration/Clerk



*La Corporation de la Municipalité de / The Corporation of the Municipality of
ST. CHARLES*

C.P. / Box 70, 2 King Street East St.-Charles ON
Tel: 705-867-2032 Fax: 705-867-5789

P0M 2W0
www.stcharlesontario.ca

MOVED BY: Councillor Monica Loftus


SECONDED BY: Councillor Richard Lemieux

RESOLUTION NO. 2020-255

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Municipality of Tweed on August 25, 2020 regarding Cannabis Production Facilities, the *Cannabis Act*, and Health Canada Guideline.

CARRIED

I, Tammy Godden, Clerk of the Municipality of St.-Charles, do certify the foregoing to be a true copy of Resolution No. 2020-255 passed in a Regular Meeting of Council of The Corporation of the Municipality of St.-Charles on the 9th day of December 2021.



Tammy Godden
Clerk
Municipality of St.-Charles

Dated this 22nd day of February 2021.



Resolution No.

343.

Title:

County of Hastings and County of Lennox & Addington

Date:

Tuesday, August 25, 2020

Moved by

J. Flieler

Seconded by

J. Palmateer

WHEREAS the Government of Canada passed the *Cannabis Act S.C. 2018, c. 16* legislation legalizing properties to grow a maximum of 4 plants without a licence; and

WHEREAS Health Canada issues licences for medicinal cannabis production that are specific to set properties without municipal consultation and regardless of land use zoning by-laws; and

WHEREAS pharmaceutical companies and industries are required to follow strict regulations and governing legislation to produce medicinal products including *Narcotic Control Regulations C.R.C., c. 1041* and *Controlled Drugs and Substances Act (Police Enforcement) Regulations SOR/9-234*; and

WHEREAS Municipalities are authorized under the *Planning Act, R.S.O. 1990, C. P 13* to pass a comprehensive zoning by-law that is in compliance with the appropriate County Official Plan which must be in compliance with the Provincial Policy Statement, Under *The Planning Act, 2020*; and

WHEREAS the Provincial Policy Statement, Official Plan and Zoning By-Law in effect for each area is designed to secure the long-term safety and best use of the land, water and other natural resources found in that area's natural landscape; and

WHEREAS the Municipality of Tweed has passed *Comprehensive Zoning By-Law 2012-30* and further amended it by the *Cannabis Production By-Law 2018-42*, limiting cannabis production facilities to rural industrial zoned lands with required setbacks from residential zoned properties; and

WHEREAS the Municipality of Tweed has not been consulted by Health Canada prior to the issuance of licences for properties not in compliance with the Municipal zoning by-laws for a cannabis production facility; and

WHEREAS the Province needs to amend legislation to establish a new Provincial Offence Act fine regime that creates an offence(s) when unlicensed cannabis operations break planning and environmental regulations, ignore Building Code requirements and build without a permit at a fine of at least \$100,000 per offence;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Tweed requests that immediate action be taken by all levels of government for medical cannabis licencing to follow similar regulations and guidelines as all other pharmaceutical industries;

AND FURTHER, that the Association of Municipalities of Ontario advocate with the Federation of Canadian Municipalities for advocacy to the Government of Canada for similar regulations and guidelines for medical cannabis licencing in alignment with other pharmaceutical industries;

AND FURTHER, that the distribution of medical cannabis be controlled through pharmacies in consistency of all other medications;

AND FURTHER, that Health Canada withhold licencing until the potential licence holder can provide evidence of acceptable zoning of the intended property in question;

AND FURTHER, that licenced locations be disclosed in advance to the municipalities hosting the licenced locations; and

AND FURTHER, that this resolution be circulated to the Prime Minister of Canada, Health Canada, the Premier of the Province of Ontario, the Minister of Municipal Affairs and Housing, the Ontario Provincial Police, the Association of Municipalities of Ontario, and all upper, lower and single tier municipalities within the Province of Ontario.

Carried

Defeated by a Tie

Defeated

Mayor



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 28-2021

Date: March 15, 2021

From: Matthew Armstrong, Chief Administrative Officer & Treasurer

Re: 2021 Community Grant Program Allocations

Recommendation:

That Council approve the 2021 Community Grant payments totaling \$38,350 as outlined in Staff Report 28-2021; and

That Council approve a one-time payment to St. Lawrence Shakespeare Festival in the amount of \$6,500 for the modernization of equipment which will be supported by using the provincial modernization grant received by the Town in 2019.

Background / Analysis:

The first intake of 2021 Community Grant applications were received in January. The working group met March 9, 2021 to review each application and made the following recommendations. Similar to 2020, the grants for South Grenville Minor Hockey and the Prescott Figure Skating Club would be split in two, with half being paid out now and the remainder reviewed with the second intake of applications later this year.

The working group recommended approving half of the requested amount for Folkfest now and after additional information is received on this years' program of events, make a recommendation on the remaining requested funds.

Organization	Notes	2021 Recommend	2021 Request	2020 Approved
Food For All Food Bank		4,000	4,000	4,000
South Grenville Minor Hockey	Review in fall for other half	2,400	4,800	4,800
King's Kitchen		2,500	2,500	2,500
Prescott Minor Soccer		2,300	2,300	2,700

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

Prescott Figure Skating Club	Review in fall for other half	3,400	6,800	6,800
Girls Incorporated	And use of Leo for programming	1,000	1,000	1,000
Connect Youth Inc.	2 nd Intake Application Likely	-	-	4,000
Volunteer Centre of St. Lawrence-Rideau		-	-	1,000
St. Lawrence Shakespeare		18,000	18,000	18,000
Fire Department Santa Parade	Review in fall	-	1,000	-
Spirit of Giving		1,000	1,000	1,000
Folk Fest	Request additional information on 2021 program for other ½	3,750	7,500	1,000
Subtotal		38,350	48,900	46,800
Unallocated		19,650		
Total Budget		58,000		
St. Lawrence Shakespeare	For modernization of equipment – could be supported by modernization funding	6,500		

Alternatives:

Council may wish to allot a different amount allocated to Community Grants in 2021.

Financial Implications:

The 2021 Budget includes an allocation of \$58,000 for Community Grants, of which \$19,650 will not be spent if the above recommendations are accepted. A second intake



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will be due July 31, 2021 and the recommendations will be brought to Council in September for contemplation.

Attachments:

None

Submitted by

Matthew Armstrong
Chief Administrative Office & Treasurer



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 29-2021

Date: March 15, 2021

From: Matthew Armstrong, Chief Administrative Officer and Treasurer

RE: Eastern Ontario Transit Pilot Project

Recommendation:

That Council direct Staff to enter into a funding agreement with the Eastern Ontario Leadership Council for the Commuter Strategy Pilot Project; and

That Council direct Staff to enter into an operating agreement with the City of Brockville, Township of Augusta, and Township of Edwardsburgh Cardinal for the Brockville to Cardinal transit route as part of the Commuter Strategy Pilot Project; and

That Council approve up to \$10,000 of modernization funding to subsidize the operations of the Commuter Pilot Project transit service during the pilot phase.

Background/Analysis:

The joint application from the Town of Prescott, Township of Augusta, City of Brockville, and Township of Edwardsburgh Cardinal to the Eastern Ontario's Leadership Council (EOLC) as a potential Commuter Strategy Pilot Project was successful. The concept of a cross-boundary service that expands upon the current transit system in Brockville to reach three neighbouring municipalities, was well received.

The next step of the process is to establish the various agreements required with the Eastern Ontario Leadership Council as a funder, and with the partnering municipalities as operators, to clearly identify responsibilities, expectations, and commitments during the pilot period.

Once the agreements are in place, the determination of the exact route, stops, and hours of operation will be finalized. It is quite possible that changes to the transit stops

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and the route will be required throughout the pilot project phase to increase the effectiveness and efficiency of the service. As such, it would be helpful to have two or three members of Council that are willing to work with Staff to help encourage use, obtain feedback, and provide guidance as to changes that may be required throughout the pilot phase.

After the details of the service have been established the next step is the marketing and advertising phase in preparation of the official launch of the service. The Town's Economic Development Department will be instrumental in working with our partners to create programs and initiatives that encourages ridership. This step would start approximately four weeks prior to the official launch date.

The official launch date will be negotiated with the Eastern Ontario Leadership Council to start as late as possible while still meeting the requirements of the provincial funding agreement that the EOLC is responsible to.

Alternatives:

Council could choose not to proceed with the project at this time, forgoing the pilot project funding through the Eastern Ontario Leadership Council.

Environmental Implications:

A public commuter service would be environmentally beneficial by reducing the number of vehicles used by employees to drive back and forth to work.

Financial Implications:

The exact route, stops, and hours of operation have yet to be determined. The intention is to run a service for 12 hours per day from Monday to Friday which would capture the greatest number of shift times for commuters.

The anticipated costs of running a service based on the parameters above for six a month period are as follows:

Staffing	\$31.00 per hour
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Fuel	\$7.00 per hour
Maintenance	\$7.00 per hour
Total Operating Costs	\$45.00 per hour

Total Cost for six-month Pilot Project \$70,200

It is important to note that none of this would be possible without the support from the City of Brockville. The City of Brockville has a bus available for the project and will act as the service provider. If this were not the case, the feasibility of a pilot project, let alone a sustainable transit route, would be insurmountable.

The anticipated sources of revenue are as follows:

EOLC Funding	\$25,000
Town of Prescott	\$10,000
Township of Augusta	\$10,000
Township of Edwardsburgh Cardinal	\$10,000
Ridership Revenue (\$125 per day)	\$16,250
Total Revenue during Pilot Phase	\$71,250

The sustainability of the transit route will rely on revenue from ridership and provincial gas tax funding. Once the pilot phase has established daily ridership, the Town of Prescott, Township of Augusta, and Township of Edwardsburgh Cardinal will work together on the necessary information and applications to apply for provincial gas tax funding for transit systems.

Attachments:

None

Submitted by

Matthew Armstrong
Chief Administrative Officer & Treasurer



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 30-2021

Date: March 15, 2021

From: Matthew Armstrong, Chief Administrative Officer and Treasurer

RE: 2021 Projects Budget

Recommendation:

That Council approve the 2021 Projects Budget as outlined in Staff Report 30-2021.

Background / Analysis:

Planning for 2021 Capital and Operational Projects started in the fall of 2020. The following outlines the steps taken to develop the 2021 Projects Budget.

1. November and December - Council and Staff submitted ideas for consideration
2. January 4th – Council reviewed the initial project list and provided feedback
3. January 18th – Council approved the large-scale infrastructure projects
4. February 16th – Council reviewed and prioritized the capital and operational projects
5. March 1st – Council reviewed the 2021 projects and the alignment with the Strategic Plan and Service Delivery Review

The following table outlines the status of various projects that are being put forward for 2021.

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Description	Project Type	Estimated Cost	Funding Source
Fire Department replacement gear	Health & Safety	30,000	Fire Equipment Reserve
Park Play Structures	Health & Safety	10,000	Parks Reserve
Bridge Work	Repairs	275,000	Infrastructure Reserve
Portion of Dibble Street East	Replacement	2,000,000	Water & Wastewater
Pool Pump and Filter Replacement	Replacement	25,000	Infrastructure Reserve
CIP Program Support – Economic Stimulant	Support	50,000	Fiscal Policy Reserve
Brockville General Hospital Project Support Under One Roof Project	Support	30,000	Fiscal Policy Reserve
Mural at Beach	Addition	3,000	Parks Reserve
Add docks for non-motorized watercraft	Addition	10,000	Infrastructure Reserve

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

Description	Project Type	Estimated Cost	Funding Source
Paving of Heritage Trail	Replacement	10,000	COVID - Infrastructure Grant
Downtown Beautification Plan	Planning	50,000	Modernization Funding
Replacement of sidewalk on the south side of King Street from St. Lawrence Street to the entrance of the Coast Guard Building	Replacement	10,000	Fiscal Policy Reserve
Establish a formal pathway from the corner of MacKenzie / Fischl to the Grocery Store / Canadian Tire	Addition	25,000	Fiscal Policy Reserve
Dog Park	Addition	25,000	Dog Park Reserve
Replacement of H Dock at marina	Replacement	75,000	Marina Reserve
New Plow for loader	Addition	15,000	Public Works Reserve
Replacement and additional barricades, traffic safety supplies, and signage for traffic control	Replacement and Addition	7,500	Public Works Reserve
Life gate for ¾ ton truck to assist with loading and unloading equipment	Addition	10,000	Public Works Reserve
Backhoe Quick Attachments	Addition	5,000	Fiscal Policy Reserve

		Date Req'd
Information Purposes		
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Strategic Plan		

Description	Project Type	Estimated Cost	Funding Source
Roofing Structure between Seacans at Operations Building to create additional covered storage area	Addition	10,000	Public Works Reserve
		2,850,500	

Financial Implications:

The following table shows the intended change in balances of the reserves as a result of the projects being approved.

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

	2019 Actual YE Balances	2020 Budget Contributions	2020 Budget Projects	2020 Budget Balances	2021 Budget Contributions	2021 Budget Projects	2021 Budget Balances
Reserves							
Working Funds Reserve	880,000	-	-	880,000	-	-	880,000
Fiscal Policy Reserve	170,637	101,500	(105,000)	167,137	101,500	(205,000)	63,637
Election Reserve	6,923	5,100	-	12,023	5,100	-	17,123
Building Reserve	18,561	24,550	(20,000)	23,111	24,550	-	47,661
Emergency Management Reserve	2,011	-	-	2,011	-	-	2,011
Community Centre Reserve	-	235,000	(235,000)	-	235,000	(235,000)	-
Planning Reserve	66,660	-	-	66,660	-	-	66,660
Community Improvement Plan Reserve	86,330	100,000	(150,000)	36,330	75,000	-	111,330
PSB Sponsored Programs Reserve	3,351	-	-	3,351	-	-	3,351
Fire Vehicles/Equipment Reserve	31,211	30,000	(30,000)	31,211	30,000	(30,000)	31,211
Fire Building Reserve	-	270,000	(270,000)	-	-	-	-
Infrastructure Reserve	113,840	-	-	113,840	-	-	113,840
Public Works Reserve	23,510	31,900	(30,000)	25,410	20,200	(42,500)	3,110
Heritage Reserve	2,068	-	-	2,068	-	-	2,068
Splash Pad/Dog Park	20,157	25,000	(45,157)	0	25,000	(25,000)	0
Library Reserve	34,431	-	-	34,431	-	-	34,431
Library E-Learning Reserve	1,050	-	-	1,050	-	-	1,050
Kinsmen Reserve	1,235	-	-	1,235	-	-	1,235
Outdoor Rink Bell Sport Reserve	1,328	-	-	1,328	-	-	1,328
Walker House Reserve	6,698	1,750	-	8,448	1,750	-	10,198
Museum Reserve	81,010	21,000	-	102,010	-	-	102,010
Marina Reserve	88,798	43,500	(65,000)	67,298	79,435	(75,000)	71,733
Business Improvement Area Reserve	35,943	-	-	35,943	-	-	35,943
Health Centre Reserve	4,170	7,800	-	11,970	-	-	11,970
Parks Reserve	3,024	12,600	(10,000)	5,624	12,600	(13,000)	5,224
Water Fountain Reserve	6,276	3,000	-	9,276	3,000	-	12,276
Cemetery Board Reserve	16,135	-	-	16,135	-	-	16,135
Dedicated Infrastructure Reserve	164,169	110,067	(113,500)	160,736	222,298	(310,000)	73,034
Municipal Modernization Reserve	591,400	-	-	591,400	-	(50,000)	541,400
Subtotal	2,460,923	1,022,767	(1,073,657)	2,410,033	835,433	(985,500)	2,259,966
Water and Wastewater Reserves							
Wastewater Collection Reserve	279,558	76,583	-	356,141	197,735	(250,000)	303,876
Wastewater Plant Reserve	2,744,071	111,602	-	2,855,673	106,812	-	2,962,485
Water Distribution Reserve	1,378,657	88,819	-	1,467,476	128,951	(1,000,000)	596,427
Water Treatment Plant Reserve	741,232	142,262	(250,000)	633,494	118,140	-	751,634
Subtotal	5,143,518	419,266	(250,000)	5,312,784	551,638	(1,250,000)	4,614,422
Total Reserves	7,604,441	1,442,033	(1,323,657)	7,722,817	1,387,071	(2,235,500)	6,874,388



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Attachments:

None

Submitted by

Matthew Armstrong
Chief Administrative Officer & Treasurer



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
Strategic Plan		

STAFF REPORT TO COUNCIL

Report No. 31-2021

Date: March 15, 2021

From: Matthew Armstrong, Chief Administrative Officer and Treasurer

RE: 2021 Operational Budget

Recommendation:

That Council approved the 2021 Operational Budget with total revenues and expenditures of \$9,359,612, and

That Council approve the 2021 Water and Wastewater Budget with total revenues and expenditures of \$2,913,022, and

That Council approve that the final property tax payment for 2021 shall be split into two equal payments due August 31, 2021 and October 29, 2021, and

That the 2021 Estimates By-law for \$5,619,943, 2021 Tax Ratios By-law, and 2021 Capping Thresholds By-law be prepared for the Council meeting of April 6, 2021.

Background / Analysis:

The 2021 Budget has been reviewed over several meetings.

December 14 th	Health Services & Social Services
January 4 th	Administration, Protective Services, Planning & Development
January 18 th	Transportation, Parks, Recreation,
February 1 st	Environmental Services Water and Wastewater
February 16 th	Revenue & Taxation



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Mar. 15 '21
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March 1st Operational Budget Review and Alignment with Strategic Plan and Service Delivery Review

At the March 1st Council meeting, it was decided that a property tax levy increase of less than 1.5% would be brought back for Council's contemplation.

The Budget being put forth has a property tax levy increase of 1.25%. This includes a 1% increase dedicated to infrastructure. The decrease from 0.78% to 0.25% for inflationary pressures was achieved by incorporating the final changes to the Joint Services Budget (\$12,329), returning a leased vehicle that is no longer required (\$4,704), and the addition of modernization funding to offset the CGIS software license fee (\$12,500) which was previously decided by Council.

This budget also includes a zero percent increase in water and wastewater rates for 2021.

The table below illustrates the effect on the median property in each category of the 1.25% tax levy increase and the decrease to the educational tax rates for commercial and industrial properties.

Description	2020 CVA	2021CVA	%CVA Change	2020 Total CVA Taxes	2021Total CVA Taxes	\$ Tax Change	%Tax Change
Single Family Home	153,000	153,000	0.00%	2,317.12	2,343.16	26.04	1.12%
Residential Condominium Unit	152,000	152,000	0.00%	2,301.98	2,327.85	25.87	1.12%
Apartment Building	849,000	849,000	0.00%	18,692.14	18,909.56	217.42	1.16%
Small Office Building	76,000	76,000	0.00%	2,909.91	2,653.21	-256.70	-8.82%
Small Retail Commercial Property	200,000	200,000	0.00%	7,657.65	6,982.12	-675.53	-8.82%
Standard Industrial Property	405,000	405,000	0.00%	19,564.09	18,246.86	-1,317.23	-6.73%



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Strategic Plan		

Financial Implications:

The following table captures the 2021 Operational Budget status excluding projects.



2021 Operating Budget

	2021 Expense Budget	2021 Revenue Budget	2021 Town Levy
Corporate	1,352,021	2,275,200	(923,179)
Protective	2,220,372	218,680	2,001,692
Transportation	2,278,325	276,626	2,001,699
Environmental	376,200	218,920	157,280
Health	326,455	1,650	324,805
Social	844,708	145,500	699,208
Recreation and Cultural	1,483,679	547,588	936,091
Planning & Development	477,851	55,505	422,346
Total	9,359,612	3,739,669	5,619,943
Water & Wastewater	2,931,022	2,931,022	-
Total	12,290,634	6,670,691	5,619,943

As noted above the 2021 Operational Budget includes a 1.25% property tax levy increase. The educational tax rates for 2021 have decreased.

The 2021 Operational Budget includes a net contribution to reserves of \$785,433 before capital and operational projects are considered. The water and wastewater budgets include a net contribution to reserves of \$551,538.

The water and wastewater budgets include an increase in rates of 0%.



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The Town will be receiving additional COVID related funding in the amount of \$66,935.00. This amount has not been included in the budget but will instead be set aside to address initiatives throughout the year and will be brought to Council for contemplation.

The table below shows the effects of the change on each tax class.

	2021 Estimated Total Taxation (\$)			Difference Between 2020 and 2021 Taxation						Paramaters Used		
Class	Municipal	Education	Total 2021	Municipal		Education		Total Change		CVA	Tax Ratio	Edu. Tax Rate
				\$	%	\$	%	\$	%			
Taxable												
Residential	3,662,180	406,473	4,068,653	45,211	1.25%	0	0.00%	45,211	1.12%	265,668,400	1.000000	0.00153000
Multi-residential	442,333	32,627	474,960	5,461	1.25%	0	0.00%	5,461	1.16%	21,324,700	1.504757	0.00153000
Com. Occupied	1,231,648	417,220	1,648,868	15,205	1.25%	-161,728	-27.93%	-146,523	-8.16%	47,170,400	1.894162	0.00880000
Com. Exc. Land	8,870	4,271	13,141	110	1.25%	-1,796	-29.60%	-1,686	-11.37%	485,300	1.325913	0.00880000
Com. Vac. Land	21,134	10,175	31,310	261	1.25%	-4,278	-29.60%	-4,017	-11.37%	1,156,300	1.325913	0.00880000
Ind. Occupied	220,308	53,792	274,100	2,720	1.25%	-22,168	-29.18%	-19,448	-6.63%	6,076,800	2.630000	0.00880000
Ind. Exc. Land	2,649	989	3,638	33	1.25%	-416	-29.60%	-383	-9.53%	112,400	1.709500	0.00880000
Ind. Vac. Land	8,078	3,017	11,095	100	1.25%	-1,268	-29.60%	-1,169	-9.53%	342,800	1.709500	0.00880000
Pipelines	22,743	10,542	33,285	281	1.25%	-1,198	-10.20%	-917	-2.68%	1,198,000	1.377180	0.00880000
Farm	0	0	0	0	0.00%	0	0.00%	0	0.00%	0	0.250000	0.00038250
Managed Forests	0	0	0	0	0.00%	0	0.00%	0	0.00%	0	0.250000	0.00038250
Com Total Taxable	1,261,652	431,666	1,693,318	15,576	1.25%	-167,802	-27.99%	-152,226	-8.25%	48,812,000		
Ind Total Taxable	231,035	57,798	288,833	2,852	1.25%	-23,852	-29.21%	-21,000	-6.78%	6,532,000		
Total Taxable	5,619,943	939,106	6,559,049	69,380	1.25%	-192,852	-17.04%	-123,472	-1.85%	343,535,100		

Attachments:

None

Submitted by

Matthew Armstrong
Chief Administrative Officer & Treasurer

**THE CORPORATION OF THE
TOWN OF PRESCOTT**

BY-LAW NO. 12-2021

**A BY-LAW TO AMEND BY-LAW NO. 10-2000, BEING A BY-LAW TO APPOINT A
FIRE CHIEF AND DEPUTY FIRE CHIEF**

**Being a by-law to amend By-law No. 03-2011, being a by-law to appoint a Fire
Chief and Deputy Fire Chief**

WHEREAS Section 10(2) of the Municipal Act., R.S.O. 2001 and the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, Section 6 authorizes a single-tier municipality to pass a by-law appointing a Fire Chief and Deputy Fire Chief.

AND WHEREAS the Prescott Volunteer Fire Department recommends that Renny Rayner be appointed to the position of Fire Chief.

AND WHEREAS By-law 31-79, as amended, provides that the Fire Chief shall be appointed by by-law and shall hold office until such by-law is rescinded;

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

1. That By-law 03-2011, Section 1, be amended by replacing the text with the following:

That Renny Rayner is hereby appointed as Fire Chief of the Prescott Volunteer Fire Department for the Town of Prescott effective April 1, 2021, with such responsibilities, duties, and authority as set out in By-Law 31-79, as amended.

2. This by-law shall come into force and take effect upon final passage.
3. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

**READ AND PASSED, SIGNED AND SEALED THE 15th DAY OF
MARCH, 2021.**

Mayor

Clerk

**THE CORPORATION OF THE
TOWN OF PRESCOTT**

BY-LAW NO. 13-2021

**A BY-LAW TO ADOPT THE PROCEEDINGS OF THE COUNCIL
MEETING HELD ON March 15, 2021**

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 AND PASSED, SIGNED AND SEALED THE 15th DAY OF MARCH, 2021.

Mayor

Clerk