



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, December 6, 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, Jessica Crawford, Deputy Treasurer, Kaitlin Mallory, Deputy Clerk
Guests	Bonnie Pidgeon-Cougler, South Grenville Food Bank, & Rob More, Rural Fetal Alcohol Syndrome Network

1. Call to Order

Mayor Todd acknowledged that we are meeting on aboriginal land that has been inhabited by Indigenous peoples.

In particular, we acknowledge the traditional territory of the Huron-Wendat, Anishinaabeg, Haudenosaunee, Anishibek, and the Oneida and Haudenosaunee Peoples.

He then called the meeting to order at 6:00 p.m.

2. Approval of Agenda

Motion 270-2021: Shankar, Ostrander

That the agenda for the Council meeting of December 6, 2021, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations

4.1 Food Bank - Bonnie Pidgeon Cougler

Bonnie Pidgeon Cougler, South Grenville Food Bank, spoke to the Community Grant application. She referenced the amount requested and provided reasoning for the increase in the amount requested.

Discussion was held regarding the number of Prescott residents that access the Food Bank, any funding received from other neighbouring municipalities, and the Food Bank's revenue.

Bonnie Pidgeon Cougler left the meeting at 6:19 p.m.

4.2 Rural Fetal Alcohol Syndrome Support Network - Rob Moore

Rob Moore, Rural Fetal Alcohol Syndrome Support Network, spoke to a PowerPoint presentation. A copy of the presentation is held on file. Mr. Moore provided background on the organization, the creation of a new website, and the number of families that make use of services in the town. He spoke to the Community Grant application submitted and the need for increased awareness in the community.

Discussion was held regarding the process for an environmental scan, additional potential resources in the area such as Big Brothers Big Sisters and making connections with municipalities and Councils.

Rob Moore left the meeting at 6:44 p.m.

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 November 15, 2021

Motion 271-2021: Young, McConnell

That the Council minutes dated November 15, 2021, be accepted as presented.

Carried

7. Communications & Petitions

7.1 Affordable Housing Plan - United Counties of Leeds and Grenville

Mayor Todd spoke to the Affordable Housing Plan. He outlined the accepted recommendations, the data in the Dillan Report included in the Plan, and the requirement for formal approval of the Plan from the United Counties of Leeds and Grenville, which would be brought to a future meeting of Council.

8. Consent Reports

Motion 272-2021: Shankar, Young

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

Carried

8.1 Information Package (under separate cover)

1. Planning Advisory Committee Meeting Minutes – September 15, 2021
2. Prescott Police Services Board Meeting Minutes – October 28, 2021
3. BIA Minutes – October 12, 2021
4. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – November 12, 2021, November 19, 2021 & November 26, 2021
5. Chatham-Kent resolution of support re: Homelessness Task Force
6. City of St. Catharines resolution of support re: National Childcare Program
7. City of Kitchener resolution of support re: AGCO Liquor Licence Sales and Patio Extensions
8. City of Kitchener resolution of support re: Denouncing Conversion Therapy
9. City of Kitchener resolution of support re: Fire Safety Measures
10. Lake of Bays resolution of support re: Federal and Provincial Funding of Rural Infrastructure Projects
11. Northumberland County resolution of support re: Federal and Provincial Funding of Rural Infrastructure Projects
12. Township of Wainfleet resolution of support re: Federal and Provincial Funding of Rural Infrastructure Projects
13. Town of Georgina resolution of support re: Lack of Recycling Options for Agricultural Bale Wrap and Twine and Boat Shrink Wrap
14. Township of Wellington North resolution of support re: AGCO Use of Lottery Funds by Charitable Organizations

Councillor Jansman spoke to Item #9 – City of Kitchener resolution of support re: Fire Safety Measures. Staff was directed to bring back a resolution of support regarding Fire Safety Measures.

9. Committee Reports

9.1 PAC Report - 16-2021 - Consent Application SEV 2021-02, 733 Royal Crescent

Motion 273-2021: Jansman, Shankar

That Council approve the proposed consent application SEV 2021-02 subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town.
2. An acceptable reference plan or legal description of the severed lands and the deed or instrument conveying the severed lands demonstrating the new property lines for both properties shall be registered and submitted to the Town.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the correction to the lot line, the agreement of both parties involved.

Councillor Jansman stated that no concerns or issues were received.

9.2 PAC Report 17-2021 - Proposed Zoning By-Law Amendment - 392 Edward Street

Motion 274-2021: Jansman, Burton

That Council adopt a zoning by-law amendment under Section 34 of the *Planning Act* to remove the special exemption Core Commercial CC-1 on property 392 Edward Street to allow for all uses as noted in the Core Commercial (CC) zone in the Town of Prescott.

Carried

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

Discussion was held regarding affordable housing in town, the developer expressing no interest in changing the exterior of the property, and entrance to the building.

9.3 PAC Report 18-2021 - Site Plan Control Agreement - Blacks Creek Site Plan Control - Development Drive

Motion 275-2021: Young, Burton

That Council approve the proposed Site Plan application SPC 2021-03 subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town.
2. That the site plan agreement of the lands, shall registered and be submitted to the Town.

Carried

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

Discussion was held regarding the job impact from the development and the purchase price of the property.

9.4 PSB Report - Pedestrian Crossing Evaluation

Motion 276-2021: Ostrander, Young

That Council direct staff to undertake a pedestrian crossing evaluation for the King Street and Edward Street crossings by a Transportation and Traffic Engineering Firm to develop recommendations on improvements.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the difference between crossovers and crosswalks, the past incidents that occurred at the crosswalks on Edward Street, and the Ministry of Transportation's Book 15.

Discussion was held regarding the importance of safety at the crosswalks and the need for more education on the use of crosswalks to pedestrians and vehicle operators.

10. Mayor

Mayor Todd spoke to his attendance at a recent meeting of the Housing Affordability Task Force held on November 14, a meeting of the Eastern Ontario Mayors Caucus held on November 18, a meeting of the Leeds, Grenville & Lanark Board of Health held on November 18, and weekly Health Unit Municipal Public Health Update.

He referenced his attendance at the Kinsmen Club Arts and Craft Show that took place on November 20, a Prescott Police Services Board meeting held on November 25, a recent meeting of the Joint Collaborative Economic Task Force, and an upcoming Joint Council meeting to be held with the Township of Augusta in the new year.

Mayor Todd thanked the Prescott Fire Department for the parade that took place on December 3 and acknowledged Samantha Joudoin-Miller and Fraser Laschinger for their hard work on the soft opening of the Museum and Founders' Day celebration held on December 4.

11. Outside Boards, Committees and Commissions

Councillor Burton thanked staff for their work on the opening of the Museum. She thanked the Prescott Fire Department for their hard work on the parade and asked that residents remember to keep the temporary dog park clean. She spoke to the location and work on the outdoor rink in Sarah Spencer Park.

Councillor Jansman spoke to her attendance at the Fire Department parade, the Founders Day celebration, and Fire Department's Long Service Awards held on November 29.

Councillor McConnell spoke to his attendance at the Fire Department's Long Service Awards and the Museum opening held on December 4. He referenced the success of Walker House on a recent grant application and two upcoming bus trips. He mentioned upcoming St. Lawrence Shakespeare Festival Christmas Concert taking place on December 18, and the Prescott Curling Club's Learn to Curl program.

Councillor Ostrander spoke to the upcoming Showtime South Grenville program and his attendance at the Fire Department's Long Service Awards held on November 29.

Councillor Shankar spoke to his attendance at the Fire Department's Long Service Awards, the Fire Department's parade, the Heroes of COVID Community Awards held on December 2, and the soft opening of the Museum.

Councillor Young spoke to the coal patching being done by the Operations Department and his attendance at a recent St. Lawrence Lodge Committee of Management meeting.

12. Staff

12.1 Budget 2022 Presentation: Assumptions and Information

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint Presentation. A copy of the presentation is held on file. He provided an overview of the 2022 Budget assumptions and information on revenues and expenses. He requested feedback from Council in regards to a tax range for staff to meet.

Discussion was held regarding the impacts of COVID over the last year, the increase in insurance costs and O.P.P costing.

Further discussion was held regarding a tax increase range between 2% to 3% including the 1% infrastructure tax increase.

12.2 Staff Report 117-2021 - COVID Vaccination Policy

Motion 277-2021: Shankar, Burton

That Council approved the Draft COVID-19 Vaccination Policy.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He stated that staff had reviewed policies from surrounding municipalities and that the province provides rapid antigen testing kits free of charge for municipalities.

Discussion was held regarding implementing a policy that was similar to other policies passed by neighbouring municipalities and the importance of keeping our community safe and healthy.

13. Resolutions – None

14. By-laws

14.1 Zoning By-law Amendment - 392 Edward Street

Motion 278-2021: Ostrander, Jansman

That By-Law 51-2021, being a by-law to amend By-Law No. 09-2009, being a by-law to regulate the use of land, buildings and structures within the Town of Prescott be read and passed, signed by the Mayor and Clerk and sealed by the seal of the Corporation.

Carried

15. New Business

Matthew Armstrong, CAO/Treasure, spoke to the amount remaining in the Community Grants allocation.

Discussion was held regarding the South Grenville Food Bank's presentation received under Item 4.1.

Motion 279-2021: Burton, Young

That Council approve a Community Grant for the South Grenville Food Bank in the amount of \$3,500.

Carried

Discussion was held regarding the Rural Fetal Alcohol Syndrome Support Network presentation received under Item 4.2.

Motion 280-2021: Jansman, Shankar

That Council approve a Community Grant for the Rural Fetal Alcohol Syndrome Network in the amount of \$1,000; and

That staff be directed to provide additional support in the form of a staff contact to the organization.

Carried

16. Notices of Motion

Councillor Young read the motion regarding a dedication plaque honouring Ms. Candice Alexander.

Motion 281-2021: McConnell, Ostrander

That the Rules of Procedure be suspended to allow for Council to consider the following motion regarding the dedication of the Rotary Pavilion to honour Candy Alexander.

Carried

Motion 282-2021: Young, Shankar

WHEREAS the Council of the Town of Prescott desires to honour Ms. Candice "Candy" Alexander for her contributions to the community; and

WHEREAS Candy Alexander has been an active member in our community through her involvement with the Royal Canadian Legion, Branch 97, the South

Grenville Food Bank, the Prescott Curling Club, many years of teaching, and the Prescott Rotary Club; and

WHEREAS Candy Alexander was an integral part of the fundraising and building of the Rotary Pavilion in Prescott, continued to sell fundraising bricks for the pavilion.

NOW THEREFORE be it resolved that the Corporation of the Town of Prescott enacts the following:

- That a dedication plaque be erected at the pavilion known as the "Rotary Pavilion" to honour Candy Alexander for her contribution to building this pavilion.

Carried

17. Mayor's Proclamation – None

18. Closed Session – None

19. Rise and Report – None

20. Confirming By-Law – 52-2021

Motion 283-2021: Ostrander, Shankar

That By-Law 52-2021 being a by-law to confirm the proceedings of the Council meeting held on December 6, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

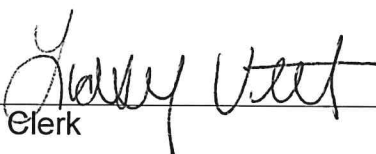
Motion 284-2021: Shankar, Burton

That the meeting be adjourned to Monday, December 13, 2021.
(Time: 8:36 p.m.)

Carried



Mayor



Clerk