



**PRESCOTT TOWN COUNCIL
MINUTES**

Tuesday, February 18, 2025

6:00 p.m.

Council Chambers

360 Dibble St. W.

Prescott, Ontario

Present	Mayor Gauri Shankar, Councillor Leanne Burton, Councillor Mary Campbell, Councillor Justin Kirkby, Councillor Ruth Lockett, Councillor Lee McConnell, Councillor Tracey Young
Staff	Matthew Armstrong, CAO/Treasurer, Dana Valentyne, Economic Development Officer, Samantha Joudoin-Miller, Manager of Community Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk
Guests	Gillian Fleming and Jason Dickenson from The Royal Canadian Mounted Police

1. Call to Order

The meeting was called to order at 6:32 p.m.

2. Approval of Agenda

Motion 41-2025

Moved By Lockett

Seconded By McConnell

That the agenda for the Council meeting of February 18, 2025, be approved as presented.

Carried

3. Declarations of Interest

Councillor Kirkby declared a conflict of interest under Item 12.2 - Staff Report 09-2025 Community Grant Intake #1.

4. Presentations

4.1 RCMP Border Integrity - Gillian Fleming

Gillian Fleming and Jason Dickenson spoke to the presentation. A copy of the presentation is on file. They discussed their goals of informing the public on how to identify illegal migration and where to report it.

Discussion was held regarding the closest RCMP branch, increased resources related to international political concerns, and what channels the RCMP are using to inform the public.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 February 03, 2025

Motion 42-2025

Moved By Young
Seconded By Campbell

That the Council minutes dated February 3, 2025, be accepted as presented.

Carried

7. Communications & Petitions

There were no items under communications and petitions.

8. Consent Reports

Motion 43-2025

Moved By Kirkby
Seconded By Burton

That all items listed under the Consent Reports section of the agenda be accepted as presented, save and except Item 4.

Carried

8.1 Council Information Package (under separate cover)

1. PAC Feb. 10 Minutes from Oct. 29, 2024
2. UCDSB Jan. 30 "One School, One Book" Initiative
3. UCDSB Jan 31 Black History Month
4. EOWC Feb. 10 Support of negotiations with USA government on trade tariffs
5. UCLG Feb. 12 Opening of the Pathways Supportive Cabins
6. Town of Halton Hills Jan. 29 Sovereignty of Canada
7. Northumberland County Jan. 31 Ontario Deposit Return Program
8. Town of Cobourg Jan. 31 Municipal Restructuring Study
9. Town of Hanover Feb. 6 US Imposition of Tariffs on Canada
10. Peterborough County Feb. 5 Proposed US tariffs on Canadian Goods
11. Town of Newmarket Feb. 11 Redistribution of Provincial Land Transfer Tax and GST

9. Committee Reports

There were no committee reports.

10. Mayor

Mayor Shankar thanked the Prescott Operations staff for their work on plowing the roads, and ongoing snow removal. The Prescott Fire Department was also recognized for their hard work maintaining a recent multiunit fire, and thanked Augusta Fire Department for their assistance.

11. Outside Boards, Committees and Commissions

Councillor Young spoke to the Planning Advisory Committee meeting on February 10 and that the rebranding strategy is entering stakeholder consultations. Pop-Up applications are open and Lighthouse Request for Proposal's are being sent out.

Councillor McConnell gave his regrets for being unable to attend the February 3 meeting.

Councillor Lockett spoke to the upcoming St Lawrence Lodge budget meeting.

Councillor Burton thanked Operations Department staff regarding the plowing and snow removal and attended the Family Day festivities at the Alaine Chartrand Community Centre and noted its success.

Councillor Campbell attended the Fire Administration meeting on February 4. The Prescott Fire Department is holding First Aid and CPR training on February 18, EMS training on March 4, and will be holding their third annual food drive at O'Rielly's Independent Grocer on March 8 from 9 a.m. - 3 p.m. Councillor Campbell recognized two anniversaries, Scott Stevenson has been serving the fire department for 9 years and Brent Norton for 44 years. She was also in attendance at a Prescott Public Library event where Mark Leonard spoke to many.

Councillor Kirkby spoke to the Operations Departments efforts of keeping the streets and sidewalks clear, and the Water Treatment Plant passing its inspection. Was in attendance at the Family Day festivities held at the Alaine Chartrand Community Centre, and also gave recognition to the Prescott Fire Department regarding the multiunit fire the previous week.

Mayor Shankar asked for clarification on the amount of staff we employ to clear snow. Matt Locke, Director of Operations confirmed we employ 6 operators who are licensed to drive heavy machinery.

12. Staff

12.1 Staff Report 08-2025 - Rural Transit Solutions Fund Grant Application

Motion 44-2025

Moved By Kirkby

Seconded By Campbell

That Council direct Staff to apply for funding through the Rural Transit Solutions Fund for the purchase of a bus for the River Route service.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding the municipalities that are involved in the River Route, who funds the service, and who would own the future bus if purchased. The potential purchase of bus shelters is also part of our application.

12.2 Staff Report 09-2025 - Community Grant Intake #1

Motion 45-2025

Moved By Campbell

Seconded By Lockett

That Council approves the 2025 Community Grant allocation recommendations for Intake #1, totaling \$40,000 in financial support and the in-kind requests as outlined in Staff Report 09-2025.

Carried

Councillor Kirkby dismissed himself to the gallery following his declaration of interest.

Samantha Joudoin-Miller, Manager of Community Services, spoke to the report.

Discussion was held regarding certain applications and food costs, potentially changing rules to help more organizations with this grant program in the future and other grant programs that are available. Matthew Armstrong, CAO/Treasurer spoke to including "in-kind" values and what that entails for the organizations offering the services.

12.3 Staff Report 10-2025 - Purchase of Surplus Sheds for Pop-Ups & Community Programming Use

Motion 46-2025

Moved By Kirkby

Seconded By Lockett

That Council direct Staff to proceed with the purchase of five (5) surplus sheds from the Smiths Falls Chamber of Commerce at a total cost of \$15,000 to be utilized for Pop-Up vendor spaces as well as community services and recreation departmental activities, enhancing economic opportunities and community programming.

Carried

Dana Valentyne, Economic Development Officer, spoke to the report.

Discussion was held regarding the estimate price and size of new sheds, and where they may be placed in the future. There was also discussion regarding painting the sheds and window coverings, and the transportation cost.

12.4 2025 Budget Environmental, Planning, Development/Tourism, Water & Wastewater

Matthew Armstrong, CAO/Treasurer spoke to the presentation.

Discussion was held regarding potential recycling contamination costs, and everything included in the Recreation budget.

12.5 2025 Project Prioritization

Matthew Armstrong, CAO/Treasurer spoke to the presentation.

Discussion was held regarding how the prioritization list was made, and how many projects are proposed to be completed.

13. Resolutions

There were no resolutions.

14. By-laws

There were no by-laws.

15. New Business

There was no new business.

16. Notices of Motion

There was no notices of motions.

17. Mayor's Proclamation

There were no proclamations.

18. Period for Media Questions

There was no questions from the media.

19. Closed Session

There was no closed session.

20. Rise and Report

There was no rise and report.

21. Confirming By-Law – 12-2025

Motion 47-2025

Moved By Burton

Seconded By Young

That By-Law 12-2025, being a by-law to confirm the proceedings of the Council meeting held on February 18, 2025, be read and passed, signed by the Mayor and Deputy Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 48-2025

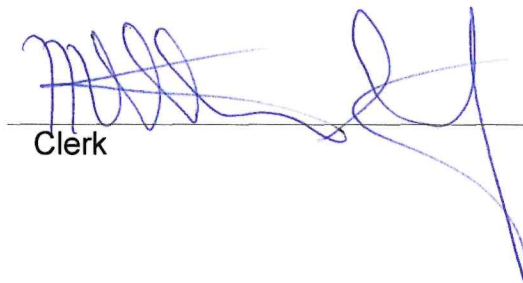
Moved By Kirkby

Seconded By Burton

That the meeting be adjourned to Monday, March 3, 2025. (Time: 8:07 p.m.)

Carried



Mayor

Clerk