



## PRESCOTT TOWN COUNCIL

### MINUTES

**Monday, May 5, 2025**

**6:00 p.m.**

**Council Chambers**

**360 Dibble St. W.**

**Prescott, Ontario**

**Present** Mayor Gauri Shankar, Councillor Leanne Burton, Councillor Justin Kirkby, Councillor Lee McConnell, Councillor Tracey Young

**Staff** Matthew Armstrong, CAO/Treasurer, Renny Rayner, Fire Chief, Samantha Joudoin-Miller, Manager of Community Services, Matt Locke, Director of Operations, Chloe Preston, Director of Administration/Clerk, Chelsea Conklin, Deputy Clerk

**Guests** Donna Travis, Judi Baril

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#### **1. Call to Order**

The meeting was called to order at 6:00 p.m. Councillor Mary Campbell sends her regrets.

**2. Approval of Agenda**

Motion 82-2025

Moved By Kirkby  
Seconded By Burton

That the agenda for the Council meeting of May 5, 2025 be approved as presented;

AND That Item 17 immediately proceed Item 12 Staff.

AND THAT recommendations provided under Item 19 be removed.

Carried

**3. Declarations of Interest**

There were no declarations of interest.

**4. Presentations**

There were no presentations.

**5. Delegations**

There were no delegations.

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

**6.1 April 22, 2025**

Motion 83-2025

Moved By McConnell  
Seconded By Young

That the Council minutes dated April 22, 2025, be accepted as presented.

Carried

**7. Communications & Petitions**

There were no communications & petitions.

**8. Consent Reports**

Motion 84-2025

Moved By McConnell  
Seconded By Young

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

Carried

Councillor McConnell requested we note that the majority of the correspondence was regarding opposing Strong Mayor Powers.

**8.1 Council Information Package (under separate cover)**

**9. Committee Reports**

There was no committee reports.

**10. Mayor**

Mayor Shankar spoke to the Fort Town run and the Shakespeare fundraiser.

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

Councillor McConnell spoke to cemetery maintenance, and the Shakespeare Festival Fundraiser.

Councillor Young spoke to her attendance at the third community meeting addressing youth hunger, and her involvement with decorating smile cookies with funds going to the South Grenville Foodbank.

Councillor Burton spoke to the Shakespeare Kindred Spirits Fundraiser, Town Hall second floor rental spaces usage was in high demand. The Saturday

morning pickleball league is thriving, and swimming lesson registration will be opening soon.

Councillor Kirkby spoke to the continuation of the spring cleanup, his attendance at the 2025 Home & Trade show, and the Lions Club currently selling mushroom compost on Edward St.

## **17. Mayor's Proclamation**

### **17.1 Emergency Preparedness Week**

Motion 85-2025

Moved By Burton  
Seconded By Kirkby

**WHEREAS** Emergency Preparedness Week is a national awareness initiative that has taken place since 1996. It is a collaborative event undertaken by provincial and territorial emergency management organizations supporting activities at the local level, in concert with Public Safety Canada and partners; and

**WHEREAS** the Town of Prescott recognizes the importance of Emergency Management in Ontario; and

**WHEREAS** the goal of Emergency Preparedness Week is to increase awareness of individual, family and community preparedness for the possibility of an emergency with this year's theme: "Plan for Every Season," and

**WHEREAS** Emergency Preparedness Week encourages everyone to take simple steps to become better prepared and remain safe when facing a range of emergencies: Know the risk; Make a plan; Get an emergency kit; and

**WHEREAS** the safety of our community is the responsibility of each and every one of us, we must prepare and practice now and learn how to secure a strong and healthy tomorrow.

**NOW THEREFORE** the Council of the Corporation of the Town of Prescott does hereby proclaim the week of May 4 – 10, 2025 to be Emergency Preparedness Week and encourages all citizens to participate in educational activities on emergency preparedness.

Carried

Renny Rayner, Fire Chief spoke to the proclamation.

Discussion was held regarding the importance of helping your neighbours during difficult times.

## **12. Staff**

### **12.1 Staff Report 25-2025 - St. Lawrence River Water Levels**

For information.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the report.

Discussion was held regarding why we are seeing lower water levels.

### **12.2 Staff Report 26-2025 - Prescott fire and Rescue Year End Report**

For information.

Carried

Renny Rayner, Fire Chief spoke to the report and presentation.

There was discussion held regarding mutual aid and the Fire Protection Agreement.

### **12.3 Staff Report 27-2025 - East Street Reconstruction Tender Results**

Motion 86-2025

Moved By McConnell  
Seconded By Kirkby

THAT Council approve the award of Tender RFT-03-2025 for East Street Reconstruction to Ken Miller Excavating Ltd. in the amount of \$1,849,566.00 plus applicable taxes.

Carried

Matt Locke, Director of Operations, spoke to the report.

Discussion was held regarding additional costs, start time and where, camera testing of water and sewer lines, and parking options for residents. There was additional discussion regarding the sidewalk switching sides of the road and over run costs.

### **12.4 Staff Report 28-2025 - Summer Cold Lunch Pilot Program**

Motion 87-2025

Moved By Young  
Seconded By Burton

That Council approve the pilot program of the Summer Cold Lunch Program to launch in the summer of 2025.

Carried

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

Discussion was held regarding registration, promotion, relocating during harsh weather, and ensuring all children who are hungry have a meal. There was additional discussion about reducing salary costs, and sponsorships received.

## **12.5 Staff Report 29-2025 - Ice Allocation Policy**

Motion 88-2025

Moved By Young  
Seconded By Kirkby

THAT Council approve the amended Ice Allocation Policy for the Alaine Chartrand Community Centre effective May 6, 2025;

AND THAT Council approve the 2025/2026 ACCC Rates effective September 1, 2025.

Carried

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

Discussion was held regarding the prime rates, our dead ice policy, and staff discounts.

## **13. Resolutions**

There was no resolutions.

## **14. By-laws**

### **14.1 2025 Estimates By-Law**

Motion 89-2025

Moved By Burton  
Seconded By Kirkby

THAT By-Law 18-2025, being a by-law to Adopt the Estimates for the Sums required during the Year 2025 for General Purposes of the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation this 5th day of May, 2025.

Carried

#### **14.2 2025 Tax Ratios By-Law**

Motion 90-2025

Moved By Young  
Seconded By McConnell

THAT By-Law 19-2025, being a by-law to Set Tax Ratios for the Year 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation this 5th day of May, 2025.

Carried

Discussion was held regarding new multi-residential properties.

#### **14.3 2025 Tax Rates By-Law**

Motion 91-2025

Moved By Burton  
Seconded By Kirkby

THAT By-Law 20-2025, being a by-law to Adopt Tax Rates for municipal purposes for the year 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation this 5th day of May, 2025.

Carried

#### **14.4 2025 Water and Sewer Rates By-Law**

Motion 92-2025

Moved By McConnell  
Seconded By Young

THAT By-Law 21-2025, being a by-law to Amend By-Law 52-2022 to set water and sewer rates and charges, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation this 5th day of May, 2025.

Carried

#### **14.5 2025 Capping Thresholds By-Law**

Motion 93-2025

Moved By Burton

Seconded By Kirkby

THAT By-Law 22-2025, being a By-Law to Adopt Optional Tools for the Purposes of Administering Limits for the Commercial, Industrial, and Multi-Residential Property Classes for the Year 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation this 5th day of May, 2025.

Carried

Discussion was held regarding capped costs.

#### **15. New Business**

Councillor McConnell raised concerns regarding funding for the Prescott Family Health Team.

#### **16. Notices of Motion**

There were no notices of motion.

#### **18. Period for Media Questions**

There was no media present.

#### **19. Confirming By-Law – 23-2025**

Motion 94-2025

Moved By Burton

Seconded By Kirkby

That By-Law 23-2025, being a by-law to confirm the proceedings of the Council meeting held on May 5, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

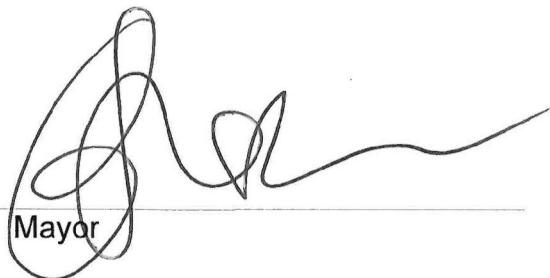
**20. Adjournment**

Motion 95-2025

Moved By Kirkby  
Seconded By Young

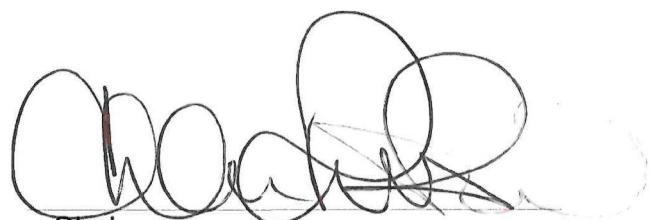
That the meeting be adjourned at 7:42 p.m.

Carried



Handwritten signature of the Mayor, consisting of a large, stylized 'M' and a 'J' shape, followed by a series of smaller, fluid strokes.

Mayor



Handwritten signature of the Clerk, featuring a large, bold 'C' and 'K' at the beginning, followed by several smaller, overlapping circles and loops.

Clerk