

# PRESCOTT EST 1784 THE FORT TOWN

## PREScott TOWN COUNCIL MINUTES

**Monday, February 3, 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 Tracey Young

**Staff** Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Samantha Joudoin-Miller, Manager of Community Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk

**Guests** Lynda Joannise and Annika Squires from St. Lawrence Academy & Jane Hess from Every Kid in Our Communities

**Regrets** Councillor Lee McConnell (technical difficulties)

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

Mayor Shankar called the meeting to order at 5:59 p.m.

## **2. Approval of Agenda**

Motion 24-2025

Moved By Young  
Seconded By Lockett

That the agenda for the Council meeting of February 3, 2025, be approved as presented.

Carried

## **3. Declarations of Interest**

There were no declarations of interest expressed.

## **4. Presentations**

There were no presentations.

## **5. Delegations**

### **5.1 St. Lawrence Academy - Lynda Joanisse and Annika Squires**

Lynda Joanisse, SLA Executive Director, Admissions/Marketing and Annika Squires, SLA Alumni, spoke to the Academy and the services provided. They referred to the bursary and scholarship programs for families and the work to build its bursary fund.

Discussion was held regarding the stigma surrounding private education, tuition fees, and the bursaries used to subsidize fees.

Further discussion was held regarding the number of students from Prescott, the lack of funding options, and donations to the bursary.

Annika Squires left the meeting at 6:14 p.m.

### **5.2 Every Kid in Our Communities Leeds & Grenville - Jane Hess**

Jane Hess, Every Kid in Our Communities Leeds and Grenville, spoke to the program and the Start with Hello campaign. She provided background on the developmental assets framework and how municipalities can build youth-based programs.

Discussion was held regarding the creation of the organization, partnering agencies and the geographical area covered.

Further discussion was held regarding the resources available for youth and partnering with public libraries.

Lynda Joanisse left the meeting at 6:30 p.m.

Jane Hess left the meeting at 6:31 p.m.

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

### **6.1 January 27, 2025**

Motion 25-2025

Moved By Campbell  
Seconded By Kirkby

That the Council minutes dated January 27, 2025, be accepted as presented.

Carried

## **7. Communications & Petitions**

There was no communications or petitions.

## **8. Consent Reports**

Motion 26-2025

Moved By Burton  
Seconded By Kirkby

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 *BIA Oct. 7, 2024 Meeting Minutes*
- 2 *ConnectWell Community Health Jan. 24, 2025 Autism & Neurodivergent*

**8.2 Staff Report 04-2025 - Heritage Property Designation - Council Consideration**

Recommendation:

That Council direct Staff to bring the following properties to a Council in March 2025, for further consideration for designation:

- 305 Centre Street
- 388 Centre Street
- 408 East Street

Carried

**9. Committee Reports**

There were no committee reports.

**10. Mayor**

Mayor Shankar spoke to his attendance at the grand opening for Infinity Storage held on January 30, a Chamber of Commerce meeting, the Special Olympics Fundraiser at Tim Hortons, and Bea Ostrander's 80th birthday celebration.

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

Councillor Kirkby spoke to his attendance at the Special Olympic Fundraiser at Tim Hortons and Bea Ostrander's 80th birthday celebration. He provided an Operations update referencing the windstorm on Monday, January 27, and staff responding to multiple water main breaks in freezing temperatures.

Councillor Campbell spoke to her attendance at the grand opening for Infinity Storage, and the upcoming Fire Administration meeting to be held on February 4.

Councillor Burton spoke to the upcoming Planning Advisory Committee on February 10, and a St. Lawrence Shakespeare Festival meeting to be held on February 4.

Councillor Young attended events previously mentioned and spoke to the recent Economic Development Newsletter.

Councillor Lockett attended events previously discussed and spoke to her attendance at the St. Lawrence Lodge Committee of Management meeting.

## **12. Staff**

### **12.1 2025 Budget - Transportation and Recreation Services**

Matthew Armstrong, CAO/Treasurer spoke a PowerPoint presentation. A copy of the presentation is held on file. He provided an overview of transportation services and recreation services expenses, reviewed the budget expenses to date, and outlined the next expense budgets to come before Council.

Discussion was held regarding the decrease in OCIF funding, insurance costs and the coverage received.

### **12.2 Staff Report 05-2025 - Heritage Property Designation - 490 Centre St and 425 Centre St**

Motion 27-2025

Moved By Burton  
Seconded By Kirkby

That Staff be directed to give notice of Council's intent to designate the following properties as being of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, R.S.O:

- 490 Centre Street
- 425 Centre Street

Carried

Lindsey Veltkamp, Director of Administration/Clerk spoke to the report. She referenced the updated to the Ontario Heritage Act, the process used by the Prescott Heritage Committee to review properties, and the next steps in the designation process.

Discussion was held regarding the support of the representatives from both properties and the funding opportunities available through the CIP.

**12.3 Staff Report 06-2025 - Joint Party Agreement for Healthcare Recruitment**

Motion 28-2025

Moved By Lockett  
Seconded By Young

That Council direct the Mayor to sign and execute the Joint Party Agreement for Healthcare Recruitment as outlined in Staff Report 06-2025.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He outlined the recruitment process for additional doctors and the expected expenses associated with the agreement should Health Force Innovations Inc. successfully bring doctors to Prescott.

Discussion was held regarding other municipalities' expenses, the focus of Health Force Innovations, Inc., communicating the appeal of the Town, and the timeline for the agreement between municipalities versus the contract with Health Force Innovations Inc. for one year.

**12.4 Staff Report 07-2025 - Rooftop HVAC Heating & Cooling Replacement - Town Hall 2nd Floor**

Motion 29-2025

Moved By Burton  
Seconded By Kirkby

That Council approve up to \$16,700 from the Building Reserve Fund to be used to replace the existing unit for the Town Hall 2<sup>nd</sup> Floor Grand Room.

Carried

Matt Locke, Director of Operations, spoke to the report. He referenced deficiencies in the current unit, the need to replace the unit rather than repair it due to its age, and the quote received with a replacement cost of \$16,700.

**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 were no notices of motion.

**17. Mayor's Proclamation**

There were no proclamations.

**18. Period for Media Questions**

There were no questions from the media.

**19. Closed Session**

Motion 30-2025

Moved By Kirkby

Seconded By Lockett

That Council move into Closed Session at 7:15 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (January 27, 2025)

19.2 Purchase & Sale

- Under Section 239(2)(c) under the *Municipal Act* - a proposed or pending acquisition or disposition of land by the municipality or local board; and

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

Carried

Council recessed at 7:15 p.m.

Council resumed in Closed Session at 7:19 p.m.

Motion: 31-2025

Burton, Kirkby.

That Council reconvene in Open Session. (Time: 7:33 p.m.)

## **20. Rise and Report**

During the Closed Session Council approved the Closed Session minutes under Item 19.1, received information and provided Staff direction on Item 19.2 - Purchase and Sale.

## **21. Confirming By-Law – 08-2025**

Motion 32-2025

Moved By Campbell

Seconded By Lockett

That By-Law 08-2025, being a by-law to confirm the proceedings of the Council meeting held on February 3, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**22. Adjournment**

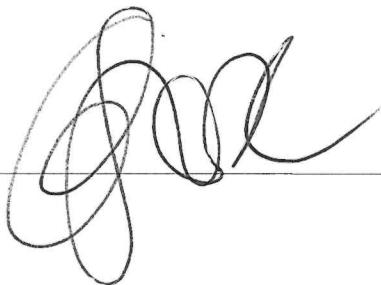
Motion 33-2025

Moved By Kirkby  
Seconded By Burton

That the meeting be adjourned to Tuesday, February 18, 2025. (Time: 7:35 p.m.)

Carried

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Mayor



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Clerk

