

PRESCOTT EST 1784 THE FORT TOWN

PRESCOTT TOWN COUNCIL MINUTES

Monday, November 17, 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 Lee McConnell, Councillor Tracey Young, Councillor Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Shawn Merriman, Manager of Building and Bylaw Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk, Chloe Preston, Director of Administration/Clerk

Guests Elisa Lobo & Sandra Iseman

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda

Motion 209-2025

Moved By Burton

Seconded By Ray Young

That the agenda for the Council meeting of November 17, 2025, be approved as presented.

Carried

3. Declarations of Interest

There were no declarations of interest.

4. Presentations

There were no presentations.

5. Delegations

Motion 210-2025

Moved By McConnell

Seconded By Campbell

THAT Council permit Sandra Iseman and Elisa Lobo to delegate as unregistered delegations as permitted under Procedure By-Law - 39-2020 for no more than ten (10) minutes.

Carried

5.1 Sandra Iseman

Sandra Iseman spoke to the reasonings the Prince St Fields shouldn't be declared surplus to the needs of the municipality, and Fairway Park shouldn't be developed.

5.2 Elisa Lobo

Elisa Lobo spoke to her ancestry, the connection to the land of Fairway Park, and to speak on behalf of the children.

6. Minutes of the previous Council meetings

6.1 Special Council - November 3, 2025

Motion 211-2025

Moved By Young

Seconded By Kirkby

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

Carried

6.2 Regular Council - November 3, 2025

Motion 212-2025

Moved By Burton

Seconded By Campbell

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

Carried

7. Communications & Petitions

Motion 213-2025

Moved By McConnell

Seconded By Ray Young

THAT Council suspend the Rules of the Procedure as set out in Section 61 of Procedure By-law 39-2020 to suspend the submission deadline as outlined in Section 27(d) of Procedure By-Law 39-2020 to allow Council to receive a petition received on November 17, 2025.

For (7): Shankar, Burton, Kirkby, Young, Ray Young, Campbell, and McConnell

Carried (7)

Motion 214-2025

Moved By McConnell

Seconded By Campbell

THAT Council receive the Petition "Do Not Develop Prince St Park or Fairway Park" and "Pledge Signatures Against the Destruction of Fairview Park" submitted on November 17, 2025, excluding the signatures of minors, into the municipal record.

Carried

8. Consent Reports

Motion 215-2025

Moved By McConnell

Seconded By Young

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

Items pulled:

#6 Municipality of South Huron: Collaborative Action on Sustainable Waste Management

Carried

8.1 Information Package (under separate cover)

9. Committee Reports

9.1 Staff Report 80-2025 - Prescott Heritage Committee - Recommendation re 356 East Street Application to Remove Heritage Designation

Motion 216-2025

Moved By Kirkby

Seconded By Ray Young

THAT Council deny the Application to remove the Cultural Heritage Designation at the property known as "The Stockades", 356 East Street, Prescott.

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

10. Mayor

Mayor Shankar spoke to attending a Joint Services Committee meeting, an Emergency Management meeting, and the groundbreaking of the Battery Storage Project in the Township of Edwardsburgh/Cardinal where Premier Doug

Ford was also in attendance. Mayor Shankar spoke to the craft shows at South Grenville District Highschool and the Prescott Golf Course.

11. Outside Boards, Committees and Commissions

Councillor McConnell spoke to attending the Remembrance Day Ceremony at the Cenotaph at Fort Wellington and the internal promotion of Ryan Sobbie to the Team Lead position.

Councillor R. Young spoke to laying the wreath at the Remembrance Day Ceremony on behalf of MPP Steve Clarke for the Province of Ontario.

Councillor T. Young spoke to attending a Heritage Committee meeting on November 6 and will be attending Heritage Training on November 25 with LHC Heritage and Architectural from Kingston. There is a new business opening called Maine 319 on November 24. Riverwalk Wonderland will be held at the Prescott Pop-Ups on December 5 & 6.

Councillor Burton had nothing to report.

Councillor Campbell attended a Fire Administration meeting on November 4, the Fire Department are prepping trucks and floats for the Light Up The Night, Santa Claus Parade on November 21. The Fire Department training committee is meeting to establish training plans for 2026, and Gavin Dennison and Richard Joudoin have reached 7 years of volunteer service. The St. Lawrence Academy visited the Fire Station on November 3.

Councillor Kirkby spoke to attending the Remembrance Day Ceremony, tree removal in Fairway Park, painting at the Sandra Lawn Marina, and the snow plowing from the first snowfall.

12. Staff

12.1 Staff Report 76-2025 - 2026 Council Meeting Schedule

Motion 217-2025

Moved By Burton

Seconded By Ray Young

THAT Council approved the 2026 Council Meeting Dates as follows,

- January 12 & 26
- February 9 & 16
- March 2 & 16
- April 7 & 20
- May 4 & 19
- June 1 & 15
- July 13
- August 10
- September 8 & 21
- October 5 & 19
- November 2, 16, & 23
- December 7 & 21

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

12.2 Staff Report 77-2025 - 2026 Town Hall Closure

Motion 218-2025

Moved By Kirkby

Seconded By Campbell

THAT Council approve the closure of Town Hall Office from December 24th until January 2nd, with a return to regular hours and services on Monday, January 5th, 2026.

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

Discussion was held regarding staff using vacation days for the extra days off.

12.3 Staff Report 78-2025 - Plow Blade Replacement

Motion 219-2025

Moved By Kirkby

Seconded By Ray Young

THAT Council approve up to \$20,100 to replace a frontline plow blade for a snowplow funded by the Public Works Equipment Reserve.

Carried

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

Discussion was held regarding the age of the plow that is being replaced, if the part is in stock, and the life expectancy of the snowplow.

12.4 Staff Report 79-2025 - Consideration of Declaration of Surplus Lands - Prince Field Lands

Motion 220-2025

Moved By Kirkby

Seconded By Burton

THAT Council hereby declares the Prince Street Field Lands described as PLAN 19 BLK 1 LOTS 190 - 197;RP 15R8031 PART 1 surplus to the needs of the municipality; AND

THAT Council direct Staff to issue a Request for Proposal (RFP) for the purpose of residential development.

For (5): Shankar, Burton, Kirkby, Young, and Ray Young

Against (2): Campbell, and McConnell

Carried (5 to 2)

Matthew Armstrong, Chief Administrative Officer/Treasurer spoke to the presentation.

Discussion was held regarding the condition of the land, potentially completing an Environmental Assessment, the Request for Proposal process and the process surrounding the sale of the property.

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

16.1 Indoor Recreation Facility

THAT Council direct staff to investigate the cost of indoor recreation facilities, including but not limited to a dome or warehouse like facility, of similar size and offerings as what is being conducted at the Leo Boivin Community Centre by current user groups and trending users in South Grenville

Councillor Mary Campbell presented the motion.

17. Mayor's Proclamation

There was no mayor's proclamation.

18. Period for Media Questions

There were no questions from the media.

19. Confirming By-Law – 47-2025

Motion 221-2025

Moved By McConnell

Seconded By Young

That By-Law 47-2025, being a by-law to confirm the proceedings of the Council meeting held on November 17, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

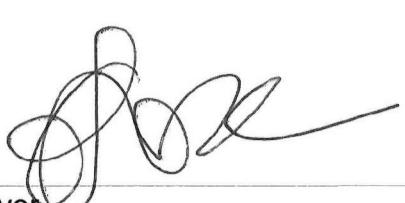
20. Adjournment

Motion 222-2025

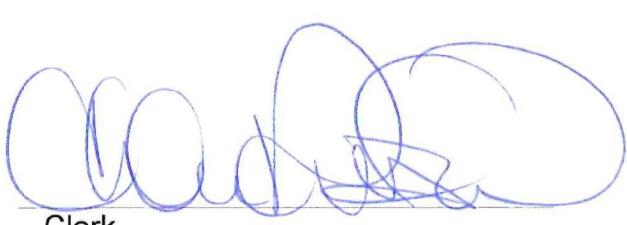
Moved By Kirkby

Seconded By Burton

That the meeting be adjourned. (Time: 7:31 p.m.)



Mayor



Clerk