



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, December 15, 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, Dana Valentyne, Manager of Economic Development and Tourism, Renny Rayner, Fire Chief, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk, Chloe Preston, Director of Administration/Clerk
Guests	Tracy Day, Andrew Wilson, Justin St. Pierre

1. Call to Order

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

2. Approval of Agenda

Motion 237-2025

Moved By Burton

Seconded By Kirkby

That the agenda for the Council meeting of December 15, 2025, be approved as amended.

Carried

Motion 238-2025

Moved By Burton

Seconded By Ray Young

Motion to amend: Remove Item 15.1.

Carried

3. Declarations of Interest

There were no declarations of interest.

4. Presentations

4.1 Years of Service - Staff Recognition

Mayor Shankar and Council presented staff with their certificates and pins to celebrate their career milestones.

4.2 2024 Financial Audit

Motion 239-2025

Moved By Ray Young

Seconded By Campbell

THAT the Financial Statements for the Corporation of the Town of Prescott for the year ended December 31, 2024, be accepted as presented

Carried

Matthew Armstrong, CAO/Treasurer spoke to the presentation.

There was discussion regarding interest on the temporary borrowing construction loan.

Lori Huber, KPMG, spoke to their presentation.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 December 1, 2025 - Regular Council Meeting

Motion 240-2025

Moved By Campbell

Seconded By Young

That the Regular Council minutes dated December 1, 2025, be accepted as presented.

Carried

6.2 December 1, 2025 - Special Council Meeting

Motion 241-2025

Moved By Burton

Seconded By Kirkby

That the Special Council minutes dated December 1, 2025, be accepted as presented.

Carried

7. Communications & Petitions

There were no communications or petitions.

8. Consent Reports

Motion 242-2025

Moved By Kirkby

Seconded By Campbell

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

Carried

8.1 Information Package (under Separate Cover)

9. Committee Reports

There were no committee reports.

10. Mayor

Mayor Shankar spoke to attending the Town of Prescott Holiday Luncheon and curling activity. Mayor Shankar spoke to attending a St. Lawrence Corridor meeting, a Joint Services Committee meeting, a St. Lawrence Lodge meeting and a Wastewater Treatment Facility Board of Management meeting. MP Steve Clark hosted a family skate at the Alaine Chartrand Community Centre and attended a grand reopening of Shoppers Drugmart under new ownership.

11. Outside Boards, Committees and Commissions

Motion 243-2025

Moved By Ray Young

Seconded By McConnell

THAT Council direct Staff to lower the flags to half-mast at Town Hall to honour the passing of Bill Todd, a former municipal employee.

Carried

Councillor McConnell attended the Town of Prescott Holiday lunch and curling activity.

Councillor R. Young had nothing to report.

Councillor T. Young spoke to the Holi-day promotion featuring the dining gift and celebration guide. Riverwalk wonderland and tree lighting was well attended and thanked staff for their efforts. The Invest Prescott monthly newsletter was issued.

Councillor Burton had nothing to report.

Councillor Campbell attended a Fire Administration meeting on Dec 2, and the Town of Prescott Holiday lunch and curling activity and noted the Operations Departments quick response to the heavy snowfall. Councillor Campbell spoke to the passing of former municipal employee, Bill Todd.

Councillor Kirkby spoke to the Operations Departments quick response to the heavy snowfall, and to the passing of Bill Todd.

12. Staff

12.1 Staff Report 84-2025 - Water Tower Demolition Results

Motion 244-2025

Moved By Campbell

Seconded By McConnell

That Council approve the selection of Demolition Plus for the demolition and removal of the elevated storage tank (water tower) located on Wood Street at a total tendered amount of \$622,900.00 plus applicable taxes.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding the year the water tower was built, potential extra charges, insurance for damages to neighbouring structures, and if there is currently water in the old water tower. There was additional discussion on the potential to delay this project.

12.2 Staff Report 85-2025 - 2026 Ontario Provincial Police Annual Billing Statement

For information.

Matthew Armstrong, CAO/Treasurer spoke to the report.

Discussion was held regarding the calculation of the increase, and advocacy to the Provincial government surrounding the increases municipalities are facing.

12.3 Staff Report 86-2025 - Financial Report - October 2025

For information.

Matthew Armstrong, CAO/Treasurer spoke to the report.

13. Resolutions

13.1 Collaborative Action on Sustainable Waste Management in Ontario

Motion 245-2025

Moved By McConnell

Seconded By Kirkby

WHEREAS the Council of the Corporation of the Town of Prescott supports the Municipality of Tweed's, the Tay Valley Township's, and the Municipality of South Huron's resolutions regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS it is incumbent upon the members of council, MPPs and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering is unsuitable;

AND WHEREAS burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS we continue to destroy our environmental jeopardizing our future generations;

AND WHEREAS we have worldwide technology that will allow us to use of clean incineration and also produce much needed electric energy;

BE IT RESOLVED THAT the Council of the Corporation of the Town of Prescott support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities.

Carried

14. By-laws

There were no by-laws.

15. New Business

15.1 Watermain Breaks on King Street

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

There was no Mayor's proclamation.

18. Period for Media Questions

There were no questions from the media.

19. Closed Session

Motion 246-2025

Moved By Kirkby

Seconded By Burton

THAT Council move into Closed Session at 7:00 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (December 1, 2025 - Regular and Special Sessions)

Under Section 239(2)(c) under the Municipal Act - acquisition or disposition of land AND Under Section 239(2)(k) under the Municipal Act - plans and instructions for negotiations - specifically potential negotiation of sale of municipal land; AND

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

Carried

19.1 Approval of Closed Minutes - December 1, 2025 (Regular & Special Council Sessions)

19.2 Potential Negotiation of Sale of Municipal Land

20. Rise and Report

Council received submissions for proposal of land sale and approved closed session minutes and special closed session minutes.

21. Confirming By-Law – 51-2025

Motion 247-2025

Moved By McConnell

Seconded By Ray Young

That By-Law 51-2025, being a by-law to confirm the proceedings of the Council meeting held on December 15, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

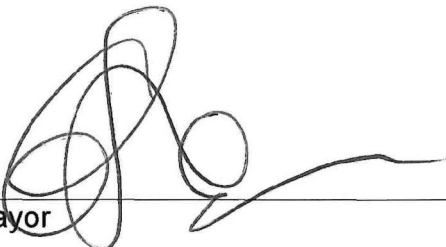
Motion 248-2025

Moved By Kirkby

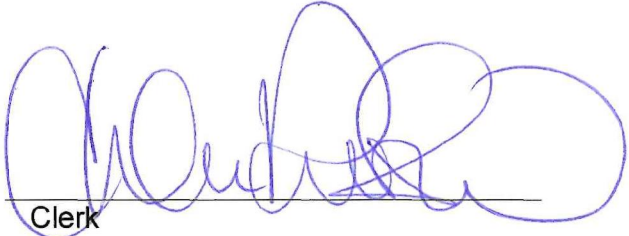
Seconded By Burton

That the meeting be adjourned. (Time: 7:51 p.m.)

Carried



Mayor



Clerk