



**PRESCOTT TOWN COUNCIL
AGENDA**

March 3, 2025

6:00 pm

Council Chambers

360 Dibble St. W.

Prescott, Ontario

Our Mission:

To foster an environment of collaborative leadership to grow a safe, inclusive, and resilient community while preserving the unique character of Prescott.

Land Acknowledgement:

We acknowledge that we are meeting on aboriginal land that has been inhabited by Indigenous peoples.

In particular, we acknowledge the traditional territory of the Huron-Wendat, Anishinaabeg, Haudenosaunee, Anishinabek, and the Oneida and Haudenosaunee Peoples.

Pages

1. Call to Order

2. Approval of Agenda

Recommendation

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

3. Declarations of Interest

4. Presentations

5. Delegations

6. Minutes of the previous Council meetings

6.1 Special Council Minutes - February 18, 2025

1

RECOMMENDATION

That the Special Council minutes dated February 18, 2025, be accepted as presented.

6.2 Council Minutes - February 18, 2025

6

RECOMMENDATION

That the Council minutes dated February 18, 2025, be accepted as presented.

7. Communications & Petitions

8. Consent Reports

All matters listed under Consent Reports are to be considered routine and will be enacted by one motion. Should a member wish an alternative action from the proposed recommendation, the member shall request that the item be moved to the applicable section of the agenda.

RECOMMENDATION

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

8.1 Council Information Package (under separate cover)

9. Committee Reports

10. Mayor

11. Outside Boards, Committees and Commissions

12. Staff

12.1 Staff Report 11-2025 - 2025 Community Awards

14

RECOMMENDATION

That Council direct Staff to proceed with the 2025 Community Awards as outlined in Staff Report 11-2025 Business, Citizen & Volunteer Awards recognition program; and

That Council appoint the following three Council members to the Business, Citizen & Volunteer of the Year Awards Selection Panel for

2025:

12.2	Staff Report 12-2025 - Battery & Tire Recycling	36
12.3	2025 Budget - Fees, Revenue, and Property Taxation	40
13.	Resolutions	
14.	By-laws	
14.1	Clerk Appointment By-Law	60
	RECOMMENDATION That By-Law 13-2025, being a by-law to authorize the appointment of Chloe Preston as Clerk for the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Deputy Clerk, and sealed by the seal of the Corporation.	
15.	New Business	
15.1	EOWC Resolution	61
16.	Notices of Motion	
17.	Mayor's Proclamation	
18.	Period for Media Questions	
19.	Closed Session	
20.	Rise and Report	
21.	Confirming By-Law – 14-2025	63
	RECOMMENDATION That By-Law 14-2025, being a by-law to confirm the proceedings of the Council meeting held on March 3, 2025, be read and passed, signed by the Mayor and Deputy Clerk, and sealed by the seal of the Corporation.	
22.	Adjournment	
	RECOMMENDATION That the meeting be adjourned to March 17, 2025. (Time: p.m.)	



**PRESCOTT TOWN SPECIAL COUNCIL
MINUTES**

Tuesday, February 18, 2025

5:30 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, Shawn Merriman, Manager of Building and Bylaw Services, Samantha Joudoin-Miller, Manager of Community Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk
Guests	John & Nancy McFarland, Madison Mulder, Sandra Lawn, and Craig Worden

1. Call to Order

The meeting was called to order at 5:30 p.m.

2. Approval of Agenda

Motion 34-2025

Moved By Burton

Seconded By Campbell

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

Carried

3. Declarations of Interest

There were no declarations of interest.

4. Staff

4.1 PAC Report 01 -2025 - Zoning By-Law Amendment 235 James Street West (ZBA-2024-001)

Motion 35-2025

Moved By Burton

Seconded By Kirkby

That Council approves the application for a zoning by-law amendment (File Number ZBA-2024-001) submitted by Madison Mulder, for the property municipally known as 235 James Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per Exhibit A (Draft By-Law, to Amend Zoning By-Law Number 09-2009) to Staff Report 01-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

Carried

Tim Fisher, Municipal Planner, spoke to the report. He provided an overview of the zoning bylaw amendment application, the property, and the request to convert the existing two story dwelling to a total of five units. Mr. Fisher spoke to the zoning bylaw amendment meeting the requirements of the Provincial Policy Statement and the Town's Official Plan. He stated that no concerns were submitted by staff and outlined the concerns from residents at the previous Planning Advisory Committee meeting and staff responses.

Discussion was held regarding fencing between properties, parking options and front step materials. Potential sale of the property was a concern for the designated affordable units and it was confirmed the affordable units are locked in for 10 years.

4.2 PAC Report 02-2025 - Zoning By-Law Amendment - 360 Dibble Street West (ZBA-2025-001)

Motion 36-2025

Moved By Burton

Seconded By Lockett

That Council approves the application for a zoning by-law amendment (File Number ZBA-2025-001) submitted by the Town of Prescott, for the property municipally known as 360 Dibble Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per Exhibit A (Draft By-Law and Zone Schedules (mapping), to Amend Zoning By-Law Number 09-2009) to Staff Report 02-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

Carried

Tim Fisher, Municipal Planner spoke to the report. He provided an overview of the zoning bylaw amendment application, the property, and the request to change the zoning for the rear portion of the subject lot from Institutional zone to a Site-Specific Low Density Residential and to create four lots for future development on the property. Mr. Fisher spoke to the

zoning bylaw amendment meeting the requirements of the Provincial Policy Statement and the Town's Official Plan. He stated that no concerns were submitted by staff, and outlined the concerns from residents at the Planning Advisory Committee and staff responses.

Discussion was held regarding the number of units Council had reviewed in the proposal for affordable housing and what the planned number of affordable housing units that are being planned for.

5. By-laws

5.1 Zoning By-law Amendment - 235 James St

Motion 37-2025

Moved By Burton

Seconded By Young

That By-Law 09-2025, being a by-law to amend zoning By-Law NO. 09-2009, as amended, being a by-law to regulate the use of land, buildings and structures within the Town of Prescott.

Carried

5.2 Zoning By-law Amendment - 360 Dibble St W

Motion 38-2025

Moved By Kirkby

Seconded By Lockett

That By-Law 10-2025, being a by-law to amend zoning By-Law NO. 09-2009, as amended, being a by-law to regulate the use of land, buildings and structures within the Town of Prescott.

Carried

6. Period of Media Questions

There was no questions from the media.

7. Confirming By-Law – 11-2025

Motion 39-2025

Moved By Kirkby

Seconded By Campbell

That By-Law 11-2025, being a by-law to confirm the proceedings of the Special 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

8. Adjournment

Motion 40-2025

Moved By Kirkby

Seconded By Burton

That the Special Council meeting be adjourned. (Time: 6:23 p.m.)

Carried

Mayor

Clerk



**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



STAFF REPORT TO COUNCIL

Report No. 11-2025

Date: March 3, 2025

From: Matthew Armstrong, CAO/Treasurer

Re: 2025 Community Awards

Recommendation:

That Council direct Staff to proceed with the 2025 Community Awards as outlined in Staff Report 11-2025 Business, Citizen & Volunteer Awards recognition program; and

That Council appoint the following three Council members to the Business, Citizen, and Volunteer of the Year Awards Selection Panel for 2025.

Background / Analysis:

In 2013, Council approved the creation of an annual recognition program called Prescott Citizenship Awards to honour and recognize citizens for their contributions to the Town of Prescott. In 2014, the Volunteer of the Year Award was added and in 2015 the awards became known as the Community Awards. In 2019, Council approved the addition of a Business of the Year category.

In 2021, the Community Awards Selection Panel opted to recognize a larger number of award recipients, awarding medallions for the "Heroes of COVID Awards". In 2022, Council returned to the regular recognition of the three categories Business, Citizen & Volunteer of the Year, with an outdoor celebration held on Monday, July 4, 2022, at the Rotary Pavilion which was dedicated to the late Candy Alexander. In 2023 and 2024, the Community Awards were celebrated at a Special Council meeting in July followed by a reception.



For the upcoming 2025 Community Awards, the nomination period for achievements made this past year could open on Monday, March 10, 2025, and close on Friday, April 25, 2025, a period of seven (7) weeks. Nominees are expected to have displayed a broad range of contributions and achievements in the Town of Prescott, or to have demonstrated commitment to one or more particular causes during the 2024 year. It is suggested to host the Community Awards at a Special Council meeting, followed by a reception in the Ruth Evanson Room. Each recipient will receive a plaque that includes their photo along with a dedicated message. A second copy of the plaques are kept by the Town to showcase in a public location honouring all of Prescott's Businesses, Citizens, and Volunteers of the Year.

The Business, Citizen, & Volunteer of the Year Awards will be advertised on the municipal website, on social media platforms, at municipal facilities, and in local print advertising. Staff will also be reaching out to volunteer groups as well as previously received submissions that were not chosen for nomination. Staff retain previous nominations for an additional three-year period to be included for consideration.

Once the nomination period has closed on April 25, the awards selection panel would meet to review the applications and make one selection for each of the categories. The selection panel will then present their selections under Closed Session at the Council meeting of May 5, 2025.

Alternatives:

There has been discussion in the past about transferring the Business of the Year Award to the South Grenville Chamber of Commerce to undertake. If Council wishes to proceed with this idea, the motion could be modified.

There has also been discussion about combining the Volunteer and the Citizen of the Year Awards due to the overlap of candidates. If Council wishes to proceed with this idea, the motion could be modified.

Financial Implications:

In past years, expenses from the Community Awards including advertising, plaques, and reception items, are included in the Administration budget. In 2024, the Community Awards expenses totaled approximately: \$1,500.



Environmental Implications:

- None

Attachments:

- 2025 Community Awards Nomination Package

Submitted by:

Matthew Armstrong,
CAO/Treasurer



TOWN OF PRESCOTT 2025 COMMUNITY AWARDS

BUSINESS OF THE YEAR
CITIZEN OF THE YEAR
VOLUNTEER OF THE YEAR



Visit www.prescott.ca or Town Hall
for information and nomination
application. Submit by April 25, 2025.

PRESCOTT
EST 1784
THE FORT TOWN



ELEVENTH ANNUAL PRESCOTT CITIZEN OF THE YEAR AWARD

Do you know someone who has made a noteworthy contribution to the Town of Prescott?

The Town is currently accepting nominations for the **Citizen of the Year Award 2025**. Nominators can visit Town Hall or www.prescott.ca for a nomination form designed to help with the submission. Letters of recommendation are welcome to be submitted with the nomination form.

Nominated citizens are expected to have displayed a broad range of contributions and achievements in the Town of Prescott, or to have demonstrated commitment to one or more particular causes. Nominees can come from the business world, from volunteers, or from any other civic endeavour which has bettered the community of Prescott.

Nominators are urged to provide specific examples and details about what the nominee has accomplished. Please list activities and contributions, results, achievements, beneficiaries of the nominee's efforts, honours, awards, and memberships in civic and professional organizations.

Nominees do not have to reside in the Town of Prescott, although the person's achievements and contributions must be focused on or in the town. Nominations will be accepted until 4:30 p.m. on Friday, April 25, 2025.

The award for **Citizen of the Year 2025** will be presented at a reception hosted by the Mayor and Council of the Town of Prescott in the 2025 calendar year.

Please send nominations, with subject line **CITIZEN NOMINATION** to:

admin@prescott.ca

Town of Prescott

360 Dibble Street West, P.O. Box

160 Prescott Ontario

K0E 1T0

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott

marmstrong@prescott.ca

(613) 925 2812 ext. 6220



360 Dibble St. West • Prescott ON K0E 1T0 • Tel: (613) 925-2812 • Fax: (613) 925-4381

Previous Citizen of the Year Award Recipients

2014: Ian Farthing, Artistic Director of St. Lawrence Shakespeare Festival

As principal builder of the St. Lawrence Shakespeare Festival, Ian Farthing was a leading proponent of the arts in Prescott for a decade. The Vancouver-born U.K.-trained actor and director served as the Artistic Director of the festival during a period of great growth from 2006 through 2014. Ian's tenure included many record-breaking seasons and was capped with securing the only Canadian performance of London's Shakespeare's Globe to Globe world tour of Hamlet in 2014. Ian also appeared in Canadian productions of the Sound of Music, Cabaret and The Mousetrap. He additionally played a prominent regional role in arts and tourism serving on the Great Waterway Tourism Advisory Committee and the Arts Council of the 1000 Islands.

2015: Carr/Todd Families, Founders and Organizers of Prescott and District Soccer Association

Laurence Carr, Lesley and Randy Todd, and Rob Carr have spent decades dedicated to the Prescott and District Soccer Association. Siblings Laurence, Lesley, and Rob carry on the legacy on the legacy of their father, Tom Carr. Since 1967, generations of Prescott's youth have gone through the leagues nurtured by our own Mr. Soccer (with the support of his wife Peggy) and carried on with the Carr and Todd families to the present day. In 2014, this was again a year-round occupation for the families. They organized all aspects of the soccer program, ensured affordability, promoted the development of children, and supported referees, coaches, and parents. Without the dedication of the Carrs and the Todds, youth soccer would not exist in Prescott.

2016: Alleyn Abel, Volunteer St. Lawrence Shakespeare Festival, Friends of the Prescott Public Library, Ducks Unlimited

Dedication to Prescott has long been a priority of Alleyn Abel. 'Reliable,' 'tireless,' and 'generous' are just a few of the words used to describe his eight years of volunteer work running the Front of House at the St. Lawrence Shakespeare Festival. In 2015 alone, he spent over 500 hours on show duties, filling in at the office and helping with offseason performances. Alleyn has also been an active member of the Friends of the Prescott Public Library, organizing events and coordinating book sales while serving as the group's vice-chair and treasurer. He has been a volunteer with the Prescott chapter of Ducks Unlimited for seven years. Alleyn's example of community service is an inspiration to all of Prescott.



360 Dibble St. West • Prescott ON K0E 1T0 • Tel: (613) 925-2812 • Fax: (613) 925-4381

Previous Citizen of the Year Award Recipients

2017: Donald Barton, Volunteer, Victorian Order of Nurses Driver, past member of Prescott Waste Management Committee and the Sandy Hill Cemetery Board
As a long-time resident of Prescott, Donald Barton has committed countless hours of service and dedication to many activities, programs, and events in the area. Don's support of Prescott over many decades has included his time spent being a driver for the Victorian Order of Nurses, serving on the Sandy Hill Cemetery Board and the Prescott Waste Management Committee, volunteering at countless suppers and events at St. Paul's United Church, and participating in annual Community Clean Up days. Recognition is never motivation for Don's tireless and unwavering dedication to the Town of Prescott and its residents. Don's example of community service is an inspiration to all of Prescott.

2018: Robert Lawn, Former Mayor and Councillor, Town of Prescott, Educator and Leader, Avid Volunteer
As a long-time resident of Prescott, Robert Lawn committed countless hours of service and dedication to the community. Robert's list of accomplishments and services to Prescott included being a teacher, Vice-Principal, and Principal of South Grenville District High School, serving two consecutive terms as Mayor of the Town of Prescott (200-2006) and Councillor (2010-2014), President of the Prescott District Chamber of Commerce, member and Paul Harris Fellow of the Prescott Rotary Club, and a steadfast patron of the St. Lawrence Shakespeare Festival. A humble man, who contributed in his own gentle way, Robert led with strict principles, values, and integrity. Robert's example of community service is an inspiration to all of Prescott.

2019: Inspired by the idea of serving meals to the community, Carol Casselman, and a group of dedicated volunteers, proposed what is now well known in Prescott as Kings Kitchen.

Kings Kitchen began in February 2008 with a monthly meal and by the fall of that year grew into weekly meals following the school year calendar. Kings Kitchen now serves approximately 230 meals each Wednesday. The organization is a group effort run by volunteers, who are coordinated by Carol.

Carol is also the 2nd vice chair of Champions for Kids Foundation and is active with Seaway Church. Carol is successful in her endeavors to provide a warm and welcoming community atmosphere to residents and truly embodies what it means to be Prescott's Citizen of the Year.

2020: William Arthur “Pat” Kingston, Dedicated Town of Prescott Mayor and Councillor
William Arthur “Pat” Kingston was born in Prescott in 1922 and lived his entire life in the same house on Dibble Street until his 98th birthday. He was devoted to the welfare of Prescott his entire adult life, first serving as a Town Councillor in the 1950’s and then becoming Mayor from 1961-1962 and again from 1971-1976. After stepping down from the role as Mayor, he again served as a Councillor for a number of years. Pat Kingston always put the interest of the Town and his fellow citizens first and took a deep interest in the heritage and history of the Town. Kingston Crescent is named in his honour.

2022: William (Bill) H. Countryman has been recognized for his devotion to the Town of Prescott. Bill operated his own service station in Prescott for many years, but his devotion to Prescott started long before that through his work as a volunteer firefighter with the Prescott Fire Department. Having nearly 60 years of experience as a firefighter, Bill has battled flames in some of the most notable fires and assisted in many tragic motor vehicle accidents.

Bill continues his devotion to the community by helping those in need, often performing small chores for the elderly and those who are housebound. Bill also can be found working with the local funeral home, assisting the staff and clients in his compassionate and caring way. Thank you for your dedication!

2023: Fraser Laschinger has been recognized for his devotion to the Town of Prescott through his many volunteer and community-based efforts. Fraser was the Chairman and Groundskeeper for the Prescott (Sandy Hill) Cemetery. For more than a decade, Fraser has shared his enthusiasm for history with our local historical society. Fraser has been integral to the curation and opening of the new Prescott Museum & Visitors Centre in downtown Prescott. Additionally, Fraser served as a member of Town Council for four years and is a notable part of our community. Thank you for your continued dedication to the Town!

2024: Vicki Sargeant has been a volunteer with the South Grenville Minor Hockey Association for 25 years. Vicki has held a variety of roles within S.G.M.H.A., including Acting President and the association has flourished with the help of Vicki’s leadership. She has volunteered with the Leo Boivin Showcase for over 20 years with 14 of those years serving as Acting Chair. It is impossible to measure the time and effort Vicki has put into ensuring the association runs smoothly over the years but we would like to wish her well in her retirement and thank her for her continued dedication to our community!



Application for Recognition of Citizen of the Year 2025

Confidential

Last Name	First Name	Home Telephone	Bus. Telephone
Address		City	Postal Code
I wish to nominate:			
Last Name	First Name	Home Telephone	Bus. Telephone
Address		City	Postal Code

List of contributions and achievements in the Town of Prescott (Please provide specific examples and details) If you need more room, feel free to add a page.

[illegible]

Personal information on this form is collected under the authority of Section 11 of the *Municipal Act, 2001* and will be used by the Town of Prescott to determine the applicant's eligibility for recognition.

Declaration *(Please read carefully)*

Information provided in this application for recognition is treated confidentially. Review all the information you have provided since it will be used to determine the applicant's eligibility for recognition. Date and sign the declaration below.

I certify that the statements made by me are true and complete to the best of my knowledge. I understand that any misrepresentation made by me in connection with this application will be sufficient cause for rejection of this application. I authorize investigation of all statements contained in this application, and release from liability any person or company furnishing such information.

Signature of Nominator	Date
------------------------	------

Send to:

**Town of Prescott,
360 Dibble Street
P.O. Box 160
Prescott, ON K0E 1T0
www.prescott.ca**

Email admin@prescott.ca with subject line CITIZEN NOMINATION

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott
marmstrong@prescott.ca
(613) 925 2812 ext. 6220

Personal information on this form is collected under the authority of Section 11 of the *Municipal Act, 2001* and will be used by the Town of Prescott to determine the applicant's eligibility for recognition.



ELEVENTH ANNUAL PRESCOTT VOLUNTEER OF THE YEAR AWARD

Do you know someone who deserves to be recognized as a dedicated volunteer within the Town of Prescott?

The town is currently accepting nominations for the **Volunteer of the Year Award 2025**. Nominators can visit Town Hall or www.prescott.ca for a nomination form designed to help with the submission. Letters of recommendation are welcome to be submitted with the nomination form.

Nominators are urged to provide specific examples and details about the nominee's contributions to the Town of Prescott and its citizens. Please list activities and contributions, results and beneficiaries from the nominee's efforts.

Nominees do not have to reside in the Town of Prescott, although the person's achievements and contributions must be focused on or in the town. Nominations will be accepted until 4:30pm on Friday, April 25th, 2025.

One award for **Volunteer of the Year 2025** will be presented at a reception hosted by the Mayor and Council of the Town of Prescott in the 2025 calendar year.

Send nominations with subject line **VOLUNTEER NOMINATION** to:

Town of Prescott
360 Dibble Street, P.O. Box
160 Prescott Ontario
K0E 1T0
admin@prescott.ca

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott
marmstrong@prescott.ca
(613) 925 2812 ext. 6220



360 Dibble St. West • Prescott ON K0E 1T0 • Tel: (613) 925-2812 • Fax: (613) 925-4381

Previous Volunteer of the Year Award Recipients

2014: Patricia Warren, Catholic Women's League, Wellington House and more. Recognition was never a concern of Patricia Warren during the many years she dedicated to volunteering in Prescott. A devoted member of St. Mark's Church, Pat served as the president of the Catholic Women's League and helped at everything from crafts shows to luncheons. She also assisted the St. Mark's Breakfast Program, the St. Lawrence Shakespeare Festival, and fundraisers and pastoral care at Wellington House. More of her time was dedicated to the Brockville General Hospital's annual Palliative Care Telethon, the Canadian Cancer Society, and Heart and Stroke. When Pat was not helping others, she worked for more than 35 years for the Upper Canada District School Board and raised her two daughters, Erin and Shannon, in Prescott.

2015: Candy Alexander, Royal Canadian Legion Branch 97, Prescott Rotary Club
Countless hours dedicated to volunteer causes made up the regular schedule of Candy Alexander in 2014. As one of the most dedicated members of Prescott Royal Canadian Legion Branch 97, the retired elementary-school teacher organized events ranging from East Fun Day, Remembrance Day contests, and public speaking competitions for youth, to weekly karaoke nights for adults, and fundraising concerts for the roof fund. As a member Prescott Rotary Club, Candy took part in community projects such as the "Buy a Brick" program at the Rotary Pavilion. She helped gather hundreds of stuffed animals for children as part of the Light Up the Night Christmas Parade. Prescott was a better community in 2014 thanks to her ongoing efforts.

2016: Lynda Joannis, Volunteer Prescott KidZ Choir, St. Lawrence Shakespeare Festival
As one of Prescott's most enthusiastic volunteers, Lynda Joannis has made a mark on many organizations. She created and still leads the Prescott Kidz Choir, which entered its fifth year of offering a free musical theatre program in 2015. Some 4-50 children take part in the choir every year, which leads to community shows in December and May. Lynda also supported the St. Lawrence Shakespeare Festival in 2015, playing Maria in the organization's production of *The Sound of Music*. Through her position as the lead administrator at St. Lawrence Academy, Lynda has involved students in many volunteer efforts, including roles with the South Grenville Chamber of Commerce Spelling Bee, Prescott Rotary Club, Prescott Farmers' and Crafters' Market and more.



360 Dibble St. West • Prescott ON K0E 1T0 • Tel: (613) 925-2812 • Fax: (613) 925-4381

2017: Brent Norton, Volunteer, Prescott Fire Department, Chief Fire Prevention Officer
For 35 years, Brent Norton has epitomized the meaning of giving back and selflessness as a volunteer member of the Prescott Fire Department. Volunteering for any organization requires dedication, commitment, and passion. Brent has shown this through his many years of emergency response and outstanding involvement in fire prevention within the Town of Prescott. Brent's years of participation in the planning of both the daytime Santa Claus parade as well as the current "Light up The Night" parade have brought thousands to the area to enjoy year after year. Beyond his commitment to the fire department, Brent has also volunteered his time in the community to minor hockey and the Prescott Lion's Club, amongst others.

2018: Paul McAuley, Volunteer, 7th Prescott Scouting, Prescott & District Soccer Association
For over 25 years, Paul McAuley has given back to the Prescott community as a tireless, invaluable volunteer. Volunteering for any organization requires dedication, commitment, and passion. Paul has shown this through his many years of service to the 7th Prescott Scouting and the Prescott & District Soccer Association. Paul has been an active Scout Leader for countless years where he has motivated and led Prescott Scouts and Venturers and their families to also volunteer and give back to the community. Paul is also an organizer and convener of the Prescott & District Soccer Association where he has been a coach for over ten years. Beyond his commitment to these organizations, he is also a Trustee with the Fort Town Night Run and puts in thousands of volunteer hours a year all while working full-time.

2019: Suzanne Leizert-Rutter is a true example of a dedicated community volunteer. Suzanne is an active volunteer with many organizations and is involved in multiple fundraising efforts in the Prescott area. For over 10 years, Suzanne has volunteered her time with Kings Kitchen and Seaway Church, where she has organized multiple successful fundraisers and events. You can often find her behind the scenes preparing for the weekly Kings Kitchen Wednesday night meal, where she always ensures that guests are happy and well fed. Suzanne is also a proud member of the Prescott Royal Canadian Legion Branch #97, where she donates her time baking for fundraisers, selling raffle tickets, and decorating the hall for special events. She is reliable and dependable, no matter where she may be needed. Suzanne loves her community and is a reflection of 'volunteerism' in Prescott.

2020: Justin Kirkby, Executive Member S.G.M.H.A, Prescott Soccer Association – Referee Coordinator and Coach

You can often find Justin at any fundraiser soccer field, hockey rink, or community event. Justin is an executive member of the South Grenville Minor Hockey Association and SGMHA Coach. He's led the campaign for a new rink and is an integral part of "The Row". He's organized dances, a beach party, ball hockey tournaments and is a committee member to raise funds for a local women battling cancer. Justin is also the backbone of the Prescott soccer Association. He sits on the executive, is a referee coordinator and coaches three teams. Justin Kirkby is the heart and soul of our community and is a great example of what it truly means to give back.

2022: Art Hitsman has been recognized for his volunteer efforts in the Town of Prescott. Art is very involved with many local programs including sports leagues for soccer and softball, the annual Spirit of Giving campaign, and the local Kinsmen Club. He has been praised for being a "year-round" champion for our community. Art is described as "always dishing out smiles and lifting up the community." Art's kindness and respect for all has impacted many people, and created a positive, inclusive, and uplifting sense of community. Thank you for your passion!

2023: Nancy Hutt has been recognized for her volunteer efforts in the Town of Prescott and with the Prescott Legion. Nancy volunteers tirelessly at the Legion Branch #97 and is actively involved in fundraising activities including meals, luncheons, Poppy Drives, craft shows and teas, celebrations of life, dart tournaments, draws, Christmas baskets, and other holidays. Nancy also dedicates her time to the Mayfield Retirement Residence and Wellington House Long-Term Care home with a welcoming smile. Thank you for your volunteer efforts!

2024: Kings Kitchen volunteers prepare warm dinners for the community every Wednesday. This complimentary program is always well attended, and the volunteers maintain an inviting atmosphere for all members of the community in attendance. Every week a delicious meal is offered, free of charge, to all residents of Prescott and the surrounding area, regardless of social status, financial status, or religious affiliation. We thank this amazing group who come together and volunteer their time week after week in our community!



Application for Recognition of Volunteer of the Year 2025

Confidential

Last Name	First Name	Home Telephone	Bus. Telephone
Address		City	Postal Code
I wish to nominate:			
Last Name	First Name	Home Telephone	Bus. Telephone
Address		City	Postal Code

List of contributions and achievements in the Town of Prescott (Please provide specific examples and details) If you need more room, feel free to add a page.

[illegible]

Personal information on this form is collected under the authority of Section 11 of the *Municipal Act, 2001* and will be used by the Town of Prescott to determine the applicant's eligibility for recognition.

Declaration *(Please read carefully)*

Information provided in this application for recognition is treated confidentially. Review all the information you have provided since it will be used to determine the applicant's eligibility for recognition. Date and sign the declaration below.

I certify that the statements made by me are true and complete to the best of my knowledge. I understand that any misrepresentation made by me in connection with this application will be sufficient cause for rejection of this application. I authorize investigation of all statements contained in this application, and release from liability any person or company furnishing such information.

Signature of Nominator	Date
------------------------	------

Send to:

**Town of Prescott,
360 Dibble Street
P.O. Box 160
Prescott, ON K0E 1T0
www.prescott.ca**

Email admin@prescott.ca with subject line VOLUNTEER NOMINATION

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott
marmstrong@prescott.ca
(613) 925 2812 ext. 6220

Personal information on this form is collected under the authority of Section 11 of the *Municipal Act, 2001* and will be used by the Town of Prescott to determine the applicant's eligibility for recognition.



FIFTH ANNUAL PRESCOTT BUSINESS OF THE YEAR AWARD

Do you know a dedicated business that deserves to be recognized within the Town of Prescott?

The town is currently accepting nominations for the **Business of the Year Award 2025**. Nominators can visit Town Hall or www.prescott.ca for a nomination form designed to help with the submission. Letters of recommendation are welcome to be submitted with the nomination form.

Nominators are urged to provide specific examples and details about the nominee's contributions to the Town of Prescott business climate and its citizens. Please list activities and contributions, results and beneficiaries from the nominee's efforts.

Businesses must be located within the municipality of the Town of Prescott. Nominations will be accepted until 4:30pm on Friday, April 25th, 2025.

See nomination criteria attached.

One award for **Business of the Year 2025** will be presented at a reception hosted by the Mayor and Council of the Town of Prescott in the 2025 calendar year.

Send nominations with subject line **BUSINESS NOMINATION** to:

Send to:
Town of Prescott,
360 Dibble Street
P.O. Box 160 Prescott, ON
K0E 1T0
admin@prescott.ca

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott
marmstrong@prescott.ca
(613) 925 2812 ext. 6220



BUSINESS OF THE YEAR AWARD NOMINATION CRITERIA

- Must be a business or non-profit organization, active in its day-to-day management and operation.
- Nominees must be located within Town of Prescott municipal boundaries.
- Significant business achievements; industry awards, public recognition, substantial expansion/growth/innovation, other achievement or recommendations.
- Nominees should show creativity in business decisions or in development of specific products or services.
- Responds to business challenges and problems with effective solutions.
- Active involvement in professional and/or trade associations.
- Exhibits initiatives in new job development, equal opportunity and other employment practices.
- Participates in community affairs and activities contributing time, effort, and resources.
- Exhibits dedication in business and community affairs and commitment to creating a positive business climate.



360 Dibble St. West • Prescott ON K0E 1T0 • Tel: (613) 925-2812 • Fax: (613) 925-4381

Previous Business of the Year Award Recipients

2019: Since October 1, 1935, Canadian Tire has been proud to serve the Prescott community and surrounding region. Since Brian Dikdan took ownership in 2017, the progressive leadership and community dedication demonstrated by Brian and his team has produced countless benefits for Prescott's citizens, organizations, and community endeavors.

Canadian Tire has been a strong supporter of community projects and events such as the Prescott Community Centre Redevelopment Project and the Fort Town Night Run charity event, with Brian himself volunteering at the run. Brian and his team have organized several Jump Start fundraisers including the 1st annual Making Play Possible – Jump Start golf tournament and dinner, which raised \$26,000 for local youth.

Store performance has also improved greatly under Brian's leadership. Growth in store sales has positioned it among the top stores in the Ottawa region. Additional benefits include inventory increases, new product lines, employee morale & retention, and new employment opportunities; ensuring Canadian Tire continues to proudly call Prescott home in years to come.

2020: Since 2017, PropertyGuys.com has proudly served Prescott and the surrounding region. Owner, Ben Quenneville has received countless industry awards and recognition for his business and community endeavours. PropertyGuys.com hires local citizens, supports local programs, and has saved clients over \$6.3 million in commissions and taxes which are reinvested locally. Ben is an active member of the business community, serving on the Prescott BIA and South Grenville Chamber of Commerce, and supporting vital regional business initiatives. We hope PropertyGUys.com continue to call Prescott home for many years to come.

2022: Prescott Memorials has been recognized as a long-standing business in Prescott. They have occupied the same business location since 1945. Prescott Memorials has been a strong supporter of community projects and events such as facilitating the Rotary Pavilion Brick Program, Participating in trade shows, supporting the Local Legion Branch. They often go above and beyond for their customers by outside of office hours at local cemeteries. They are a local staple in our community, and we thank them for their commitment to the Town!

2023: O'Reilly's Your Independent Grocer has been recognized as a strong community partner in the Town of Prescott. O'Reilly's has not only offered Prescott residents the opportunity to shop local but has benefitted many by providing reliable service and first work experiences. O'Reilly's has been a strong supporter of community projects and events by continuously offering a variety of donations. They are a great employer and a local staple in our community. We thank them for their commitment to our small town!

2024: Kriska Transportation Group has specialized in cross-border freight since 1978. Kriska boasts over 100 inside employees, 20 mechanics, and a team of planner/dispatchers providing 24/7 coverage. Kriska recently celebrated their 45th anniversary and is the biggest employer in Prescott, playing a vital role in the community by employing residents of Prescott and the surrounding area. Kriska is deeply committed to social responsibility and community support through their numerous donations to local charities, donating their refrigerated trailer for events, and for the incredible donation of the land now known as the home of the Alaine Chartrand Community Centre and the future site of the Seymour Recreation Complex. They are a local staple in our community, and we thank them for their commitment to our small town!

Declaration *(Please read carefully)*

Information provided in this application for recognition is treated confidentially. Review all the information you have provided since it will be used to determine the applicant's eligibility for recognition. Date and sign the declaration below.

I certify that the statements made by me are true and complete to the best of my knowledge. I understand that any misrepresentation made by me in connection with this application will be sufficient cause for rejection of this application. I authorize investigation of all statements contained in this application, and release from liability any person or company furnishing such information.

Signature of Nominator	Date
------------------------	------

Send to:

**Town of Prescott,
360 Dibble Street
P.O. Box 160
Prescott, ON K0E 1T0
www.prescott.ca**

Email admin@prescott.ca with subject line BUSINESS NOMINATION

With questions about nomination, or for more information about eligibility, please contact:

Matthew Armstrong, CAO/Treasurer, Town of Prescott
marmstrong@prescott.ca
(613) 925 2812 ext. 6220

Personal information on this form is collected under the authority of Section 11 of the *Municipal Act, 2001* and will be used by the Town of Prescott to determine the applicant's eligibility for recognition.



STAFF REPORT TO COUNCIL

Report No. 12-2025

Date: March 3, 2025

From: Matt Locke, Director of Operations

Re: Battery, Tire & Electronics Recycling Options

Recommendation:

For information.

Background:

Staff brought forward a report in December 2024 outlining the changes to blue box recycling in the Town of Prescott due to changes to the Ontario Government's Resource Recovery and Circular Economy Act. This report serves as a follow up to highlight some additional recycle programs offered by the Town of Prescott free of charge to all residents.

Battery Recycling

The Town of Prescott has installed smart containers for battery recycling provided by Call2Recycle at the following Town facilities:

- Town Hall
- Elaine Chartrand Community Centre
- Leo Boivin Community Centre
- Sandra S. Lawn Harbour and Marina

PRESCOTT

EST 1784
THE FORT TOWN



The containers are free to use and can accept household batteries weighing 5kg or less (Alkaline, Lithium ion, Nickel Cadmium, etc.). The smart containers are equipped with weight sensors to dispatch Call2Recycle to come and collect the batteries once they are nearly full. They also have heat sensors to dispatch emergency services in the event of battery overheating. They are free to use for all residents, and the Town receives \$0.95/kg from Call2Recycle for batteries collected.

Tire & Electronics Recycling – Large Item Pickup

The Town of Prescott offers a large item pickup program as an additional service to curbside garbage collection. The third Wednesday in April, July, and October are designated for large item pickups. Residents must register their items in advance with Town Staff by calling 613-925-2812 x 6200. The large items are collected by Town Staff directly, rather than by the Town's garbage collection contractor. Items such as furniture, mattresses, and appliances have fees for large item collection.

As part of the large item pickup Town Staff will also collect Tires, Rims and eligible electronics free of charge. Tires must be removed from rims – as the rubber and metal are separate streams of recycling. Household electronics including computers, televisions, telephones, stereos, etc. can be picked up free of charge.



Additional Recycling Options

The RPRA (Resource Productivity & Recovery Authority) is the provincial agency that regulates garbage, recycling, and hazardous waste. Their website has a tool that allows Ontario residents to look up locations for disposing of various items that cannot be included in household garbage – including oil filters, pesticides, paints, etc. The website allows users to enter their address and the type of item and will show the closest locations that will accept these items:

<https://rpra.ca/where-to-recycle/>

Alternatives:

None

Financial Implications:

None

Environmental Implications:

None

Attachments:

Battery Recycling Smart Container Details 2025

Submitted by:

Matt Locke
Director of Operations



Smart Container

Smart, Safe & Customer Friendly

Call2Recycle is leading innovation by launching Battery Recycling Smart Containers across select retail partners. The new Call2Recycle Smart Containers provide the most advanced collection technology available in the battery collection and recycling industry.

Together, our efforts are helping to preserve the environment by keeping batteries out of landfills.

Smart Container Measurements:

27" height X 41" circumference

Features of the Smart Container Include:

Smart System

- Automatic fill level sensor
- Automatic temperature level sensor

Safety

- Enhanced safety through innovative temperature sensor
- Enhanced safety through steel drums and vented lids
- Enhanced safety through constant monitoring of fill and heat

Customer Convenience

- Automatic service initiated by Call2Recycle based on remote monitoring of container status = reduced time and effort required from your team members

- Eliminates need to schedule pick-up or order new collection boxes, as your full container will be picked-up and replaced with a new container by the same service provider

This program accepts consumer dry cell batteries weighing 5 kg or less each, including:

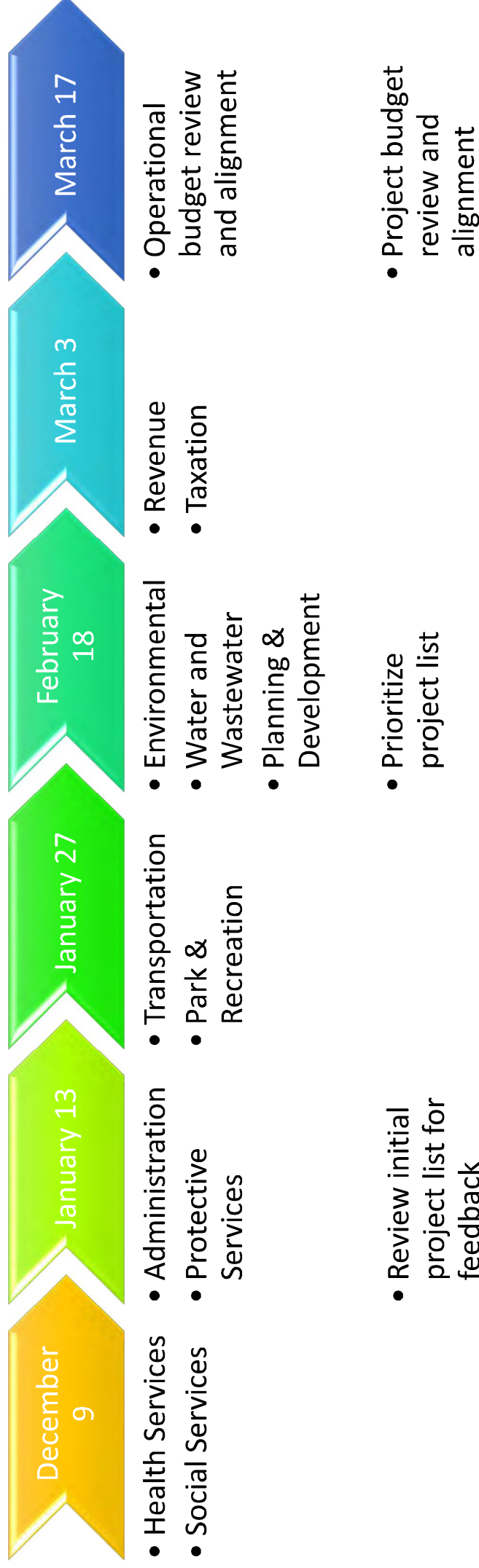
- Alkaline batteries (AA, AAA, etc.)
- Lithium ion (Li-ion) batteries
- Lithium primary batteries
- Nickel cadmium (Ni-Cd) batteries
- Nickel metal hydride batteries (Ni-MH)
- Nickel zinc batteries (Ni-Zn)
- Small Sealed Lead Acid (SLA) batteries*

*excluding SK



2025 Budget
Fees, Revenue, and Property Taxation
March 3, 2025

- Timelines
- Fees & Revenue
- Property Taxation
- Budget Overview & Updates



- Administration
- Protective Services
- Transportation & Environmental
- Health & Social Services
- Parks & Recreation
- Planning & Development

Administration Revenue

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
OMPF	1,597,700	1,597,700	1,737,700	140,000	As per funding notice	
Marriage License	12,500	5,608	5,700	(6,800)	Due to Brockville being part of electronic Marriage License pilot	
Lottery License	4,600	9,154	9,200	4,600		
Admin Fees	5,000	39,422	10,000	5,000		
Dividends	56,000	59,177	60,000	4,000		
Interest	150,000	56,668	100,000	(50,000)	Decrease in interest rate	
Death Cert	1,500	1,656	1,700	200		
Oaths	850	580	600	(250)		
Tax Interest	70,000	100,996	110,000	40,000	Increase in outstanding taxes	
Tax Certificates	4,000	2,450	2,500	(1,500)		
Town Hall Rent	-	249	500	500		
Total	1,902,150	1,889,673	2,037,900	135,750		-

Protective Services Revenue

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Fire	114,000	110,400	114,000	-		30,000
Police	43,500	43,180	43,250	(250)		
Bylaw	55,600	44,381	27,475	(28,125)	No longer sharing bylaw officer with Augusta	
Building	197,650	414,429	264,500	66,850	Sharing Chief Building Official with Edwardsburgh Cardinal	
Provincial Off	13,429	14,760	11,823	(1,606)	Administered by United Counties	
Total	424,179	627,150	461,048	36,869		30,000

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Roads	496,763	496,763	472,943	(23,820)	Decrease in OCIF Funding offset by decrease in expense	
Traffic	5,000	10,374	5,000	-		
Parking Lots	5,000	3,553	5,000	-	EV Charging	
River Route	154,491	154,491	145,121	(9,370)	Based on 2025 Budget offset by decrease in expense	
Waste Collection	194,519	168,426	194,565	500		
Recycling	50,900	51,412	-	(50,900)	Offset by decrease in expense	
Total	906,219	886,372	822,629	(83,590)		-

Health & Social Services Revenue

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Cemeteries	30,000	30,000	36,000	6,000	Increase contribution from Town of \$6,000	
St. Lawrence Lodge	81,200	92,902	81,200	-	Provincial funding to partially offset debt payments	
Total	111,200	122,902	117,200	6,000		-

Parks & Recreation Revenues

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Walker House	67,925	70,812	89,000	21,075	Special Grant applied for and included in expenses	
Rec – Programs	24,000	24,383	25,000	1,000		
Marina	371,277	356,894	367,611	(3,666)	Revenue equals expense including \$79,435 contribution to reserve	
Pool	5,300	5,230	5,250	(50)	Share revenue with Y	
LBCC	12,000	16,887	16,900	4,900		
ACCC	465,000	590,593	590,000	125,000	Offset by increase in expense	
Library	197,645	202,874	213,908	16,263	Town grant increase of \$18,388	
Museum	190	3,268	4,990	4,800		
Total	1,143,337	1,270,840	1,312,659	169,322		-

Planning & Development Revenues

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Planning & Dev	6,500	7,750	8,000	1,500		
Ec Dev/Tourism	72,000	76,208	62,000	(10,000)	Digital Mainstreet Program ends March 31 along with funding	
Total	78,500	83,958	70,000	(8,500)		-

Total Fees & Revenue not including Property Taxes

	2024 Budget	2024 Projection	2025 Budget	Budget to Budget Higher / (Lower)	Notes	Transfer from Reserves
Administration	1,902,150	1,889,673	2,037,900	135,750	OCIF Increase \$140,000	-
Protective	424,179	627,150	461,048	36,869	CBO Shared with Edwardsburgh Cardinal	30,000
Transportation	906,219	886,372	822,629	(83,590)	Waste Diversion move to producer responsibility	-
Health & Social	111,200	122,902	117,200	6,000	Additional \$6,000 to the cemetery for stone repairs	-
Parks & Rec	1,143,337	1,270,840	1,312,659	169,322	ACCC additional revenue \$125,000	-
Planning & Ec Dev / Tourism	78,500	83,958	70,000	(8,500)	Digital Main Street program ended March 31, 2024	-
Total	4,565,585	4,880,895	4,821,436	255,851		30,000

- Assessment Change Year over Year
- Tax Ratios
- Taxes by Property Class

- 2013-2016 Property Taxes were based on the 2012 Current Value Assessment
- 2017-2020 Property Taxes are based on the 2016 Current Value Assessment
- Planned reassessment for 2021 was deferred by the Province and no new date has been set
- No natural growth in assessment values in 2021, 2022, 2023, 2024, 2025
- Only growth in assessment comes from new construction and renovations which are assessed at 2016 values

Assessment Change

	2024	2025	Change
Residential	267,432,300	268,224,800	792,500
Multi-Residential	22,776,200	22,482,000	(294,200)
New Multi-Residential	2,991,000	2,991,000	-
Commercial – Occupied	50,266,800	50,705,000	438,200
Commercial – Exc Land	343,300	343,300	-
Commercial – Vac Land	1,164,300	1,164,300	-
Industrial – Occupied	5,747,800	6,542,800	795,000
Industrial – Exc Land	112,400	112,400	-
Industrial – Vac Land	479,800	714,800	235,000
Pipelines	1,200,000	1,224,000	24,000
Payment-In-Lieu (Other Governments)	9,582,400	9,582,400	-
Exempt	28,571,500	28,399,000	(172,500)
Total	390,667,800	392,485,800	1,818,000

Tax Ratios

	2024 Tax Ratios	Minimum	Maximum	Revenue Neutral	2025 Recommendation
Residential	1.000000	1.000000	1.000000	1.000000	1.000000
Multi-Residential	1.504757	1.000000	1.504757	1.504757	1.504757
New Multi-Residential	1.100000	1.000000	1.100000	1.100000	1.100000
Commercial	1.894162	0.600000	1.894162	1.894162	1.894162
Industrial	2.630000	0.600000	2.630000	2.630000	2.630000
Pipelines	1.377180	0.600000	1.377180	1.377180	1.377180

Municipal Taxes by Property Class

With 3.95% property tax increase
and no change in Education Tax
Rate = 3.40% overall increase

	2024 Municipal	2024 Municipal & Education	2025 Municipal	2025 Municipal & Education	\$ Change	% Change	Tax Ratio
Residential	4,130,611	4,540,995	4,293,724	4,704,108	163,113	3.59%	1.000000
Multi-Residential	520,975	555,372	541,547	575,945	20,573	3.70%	1.504757
New Multi-Residential	50,667	55,243	52,668	57,244	2,001	3.62%	1.100000
Commercial – Occupied	1,479,051	1,927,375	1,537,457	1,985,781	58,406	3.03%	1.894162
Commercial – Exc Land	7,010	10,031	7,287	10,308	277	2.76%	1.325913
Commercial – Vac Land	23,774	34,019	24,712	34,958	939	2.76%	1.325913
Industrial – Occupied	264,993	322,886	275,458	333,351	10,464	3.24%	2.630000
Industrial – Exc Land	2,959	3,948	3,076	4,065	117	2.96%	1.709500
Industrial – Vac Land	18,818	25,108	19,561	25,851	743	2.96%	1.709500
Pipelines	25,959	36,730	26,984	37,755	1,025	2.79%	1.377180
Payments in Lieu	385,958	385,958	396,617	396,617	10,660	2.76%	
Total	6,910,774	7,897,666	7,179,091	8,165,983	268,317	3.40%	

Property Tax Change by Class

With 3.95% property tax increase and no change in Education Tax Rates		2024 Median Current Value Assessment	2025 Median Current Value Assessment	Value % Change	Total 2024 Taxes	Total 2025 Taxes	\$ Change	% Change
Single Family Home		158,000	158,000	0.00%	2,674.91	2,770.99	96.08	3.59%
Residential Condo Unit		152,000	152,000	0.00%	2,573.33	2,665.77	92.44	3.59%
Apartment Building		1,231,000	1,231,000	0.00%	30,409.36	31,535.81	1,126.45	3.70%
Small Office Building		152,000	152,000	0.00%	5,771.40	5,946.48	175.08	3.03%
Small Retail Commercial		207,000	207,000	0.00%	7,859.73	8,098.17	238.44	3.03%
Standard Industrial		659,400	659,400	0.00%	32,509.41	33,564.03	1,054.62	3.24%

- Budget Overview and Updates
- Current Budget Status

Budget Overview and Updates

	2025 Budget	Notes	Reserves
Revenues			
Fees and Revenue	4,821,436		30,000
Base Property Taxation	6,524,816		
Payments-In-Lieu and Supplemental Taxes	435,958		
1% Property Tax Increase dedicated to Infrastructure	65,248	Dedicated to Infrastructure Reserve	
2.95% Property Tax Increase for inflation	203,068	To address inflationary pressures in operational budget	
Subtotal Revenue	12,050,526		30,000
Expenses as of February 17th Presentation	12,053,469		1,089,424
1% Property Tax Increase dedicated to Infrastructure	65,248	Dedicated to Infrastructure Reserve	65,248
Health Unit Levy	(5,195)	As per notice	-
Joint Services Levy	(12,076)	As per budget	-
River Route	(18,670)	Adjust Expense budget to match revenue	-
Reduce Computer Hardware Replacement Budget	(5,000)		-
Fire Truck Debt Payment to start in May not January 2025	(37,250)		-
St. Lawrence Lodge Levy – Based on Draft Budget	-	Draft budget increase is 4% adjust reserve to offset	88,689
Request from Police Services Board 2025 Budget Allotment	2,500	\$10,000 versus \$7,500 in Draft	-
Request from Prescott Heritage Committee	7,500	See current budget status slide for details	-
Subtotal Expenses	12,050,526		1,243,361

Current Budget Status

The Draft 2025 Budget as it is currently constructed results in a 3.95% increase to municipal property taxes which translates to an **overall 3.40% increase** when education taxes are included (education tax rate did not change from 2024 to 2025)

- Overall Property Tax Increase of \$268,316
 - Joint Services Levy Increase \$52,531
 - Health Unit Levy Increase \$3,005
 - Cemetery support for stone repairs \$6,000
 - Community Grant Program Allocation Increase \$6,680
 - Prescott Heritage Committee Allocation Request \$7,500
 - To recognize currently designated properties – Plaque/sign
 - Create a brochure for heritage designation property owners
 - Create a brochure/self-guided walking tours of heritage designated properties in Prescott
 - Host an education session for Realtors and Insurance agents on Heritage Properties
 - Support Heritage Week event
 - Increase in municipal support to the Library \$18,388
 - 1% Dedicated to Infrastructure Reserve \$65,248
 - Other inflationary items \$108,964

Are there additional changes to the Draft 2025 Budget Council wishes to consider?

**THE CORPORATION OF THE
TOWN OF PRESCOTT**

BY-LAW NO. 13-2025

**A BY-LAW TO AUTHORIZE THE APPOINTMENT OF CHLOE PRESTON AS CLERK
FOR THE CORPORATION OF THE TOWN OF PRESCOTT**

**A BY-LAW TO AUTHORIZE THE APPOINTMENT OF CHLOE PRESTON AS CLERK FOR THE
CORPORATION OF THE TOWN OF PRESCOTT**

WHEREAS the *Municipal Act, 2001*, Part VI, Section 228(1) states that a municipality shall appoint a Clerk whose duties are identified in subsections (a) to (e) of the Act; and

WHEREAS the Council of the Town of Prescott deems it prudent and necessary to appoint an Acting Clerk.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Prescott enacts as follows:

1. That Chloe Preston is hereby appointed as Clerk with said appointment to be deemed effective March 17, 2025.
2. That By-Law 06-2025 shall be repealed effective March 17, 2025.
3. That should any other existing by-laws, resolutions, or actions of the Corporation of the Town of Prescott be deemed to be inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

**READ AND PASSED, SIGNED AND SEALED THIS 3rd DAY OF
MARCH, 2025.**

Mayor

Deputy Clerk

Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs

Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville
Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County

Whereas the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

Whereas the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

Whereas trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

Whereas municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces and territories.

Therefore, be it resolved that the Eastern Ontario Wardens' Caucus supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

And that the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

And that the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

And that the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

Carried

A handwritten signature in cursive script that reads "Bonnie Clark".

Chair Bonnie Clark, EOWC

February 10, 2025

**THE CORPORATION OF THE
TOWN OF PRESCOTT**

BY-LAW NO. 14-2025

**A BY-LAW TO ADOPT THE PROCEEDINGS OF THE
COUNCIL MEETING HELD ON MARCH 3, 2025.**

WHEREAS, Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25, as amended*, provides that Council's powers shall be exercised by by-law; and

WHEREAS certain actions of Council do not require the enactment of a specific by-law;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Town of Prescott enacts as follows:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Council meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Town to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law.
3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.
4. Any member of Council who complied with the provisions of Section 5 of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

READ AND PASSED, SIGNED AND SEALED THIS 3RD DAY OF MARCH 2025.

Mayor

Deputy Clerk