



PRESCOTT TOWN COUNCIL

MINUTES

Monday, April 19, 2021

7:00 p.m.

Virtual Meeting

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, Mike Ostrander, Gauri Shankar, and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Nathan Richard, Interim Director of Operations, Kaitlin Mallory, Deputy Clerk, Dana Valentyne, Economic Development Officer, and Shawn Merriman, Manager of Building and By-law

1. Call to Order

Mayor Todd called the meeting to order at 7:43 p.m.

2. Approval of Agenda

Motion 103-2021: Shankar, Ostrander

That the agenda for the Council meeting of April 19, 2021, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations – None

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 Council Minutes - April 6, 2021

Motion 104-2021: Shankar, Burton

That the Council minutes of April 6, 2021, be accepted as presented.

Carried

6.2 Special Council Minutes - April 12, 2021

Motion 105-2021: Ostrander, Burton

That the Special Council minutes of April 12, 2021, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 106-2021: McConnell, Jansman

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

Carried

8.1 Information Package (under separate cover)

1. Planning Advisory Committee Meeting Minutes – March 30, 2021
2. United Counties of Leeds and Grenville Media Release re: Appointment of new CAO Raymond Callery
3. Leeds, Grenville & Lanark Health Unit Notes from Weekly Zoom Call with Municipalities, MP's and MPP's – April 1, 2021

4. Township of Essa resolution of support re: Town of Orangeville's request to remove Schedule 3 from Bill 257 Supporting Broadband and Infrastructure Expansion Act, 2021
5. Township of Springwater resolution of support re: Endorsing Township of Springwater's Agricultural Advisory Committee regarding proposed Clean Fuels Standard

9. Committee Reports

9.1 PAC Report 05-2021 - Site Plan Control Agreement (Major) - 763 King Street West

Motion 107-2021: Burton, Ostrander

That Council approve Site Plan Control Agreement file number SPC 2017-763 King Street West subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest shall be paid to the Town of Prescott.
2. Any charges in relation to improvement or development shall be paid to the Town of Prescott.
3. Any securities or other instruments needed to be provided to the Town as a requirement of the site plan control agreement be submitted to the Town prior to commencement of work and stay in effect during the entire process until a final is granted.
4. That the agreement and schedules attached are registered on title.

Carried

Shawn Merriman, Manager of Building and By-law, spoke to the report. He provided Council with a background of the project, the OMB ruling requirements, and the next steps in the process.

Discussion was held regarding the Site Plan Agreement discussed at prior Planning Advisory Committee meetings, the mediated agreement between the parties involved, and seeing the project continue.

10. Mayor – None

11. Outside Boards, Committees and Commissions - None

12. Staff

12.1 Staff Report 37-2021- Road Resurfacing 2021

Nathan Richard, Interim Director of Operations, spoke to the report. He outlined the three categories of road work, the map indicating priority streets, the funding for the projects, and collaboration with the Township of Augusta for gravel shoulder work.

Discussion was held regarding the municipal infrastructure projects being considered essential construction, the condition of North Square, and the amount of good condition streets in Town based on the priority map.

12.2 Staff Report 38-2021 - 2021 RiverWalk District Clean Strategy

Nathan Richard, Interim Director of Operations, spoke to the report. He referenced the goal of the strategy, the collaboration with downtown business owner's and the BIA, and having two dedicated seasonal staff members to focus on the project.

Discussion was held regarding Councillor Shankar acting as the Ambassador to the Clean Strategy, the pole wraps solution for select poles in the downtown.

Mayor Todd encouraged businesses in the north end to assist with property clean up.

12.3 Staff Report 39-2021 - 2021 Folkfest Community Grant

Motion 108-2021: Young, Burton

That Council approve a total of \$7,500 for the Folkfest as part of the 2021 Community Grants.

Carried

12.4 Staff Report 40-2021 - Server Modernization

Motion 109-2021: Ostrander, Young

That Council approve the purchase and installation of a new host server and the associated software licensing in the amount of \$40,237.26 plus taxes, by utilizing \$29,000 of Municipal Modernization Funding, with the remaining amount being supported by the operational budget.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the replacement of the server, the licensing requiring updating, and moving the old server to the fire hall.

Discussion was held regarding the costs associated with the installation coming from the Municipal Modernization Funding and the timeline for the replacement.

13. Resolutions

13.1 Cannabis License Holder Notification to Municipalities

Motion 110-2021: Young, Ostrander

WHEREAS the Government of Canada introduced Bill C-45 (the *Cannabis Act*) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession; and

WHEREAS there is no direct communication or dedicated effort to provide a communication channel between Municipal government staff or Police Agencies for dealing with Health Canada Registrations and Licenses; and

WHEREAS there is a need for the Federal government to enact legislation to better support local governments with land use management and enforcement issues as they relate to Cannabis Production and Processing.

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Prescott request that Health Canada:

1. 1. Require Federal Licenses and Registration for any Licensee for growing, cultivating, extracting of cannabis to ensure local authorities are provided with notification of any license issuance, amendment, suspension, reinstatement or revocation within their region;
2. Provide dedicated communication with local governments, Fire services, and Police services;
3. Provide lawful authority to Police agencies to lay charges when registered or licenses operations grow in excess of their registration or license through Health Canada; and
4. Provide enforcement support and guidance to local municipalities for dealing with land use complaints relating to Cannabis;

AND FURTHER THAT That a copy of this resolution be sent to the Honourable Patty Hajdu, Minister of Health, Canada, Honourable Christine Elliott, Minister of Health, Ontario, MP Barrett, Leeds-Grenville-Thousand Island and Rideau Lakes, MPP Steve Clark, Minister of Municipal Affairs

and Housing, the Association of Municipalities of Ontario (AMO); and municipalities in Leeds and Grenville.

Carried

14. By-laws

14.1 Local Authority Services (LAS) Agreement

Motion 111-2021: Young, Ostrander

That By-Law 23-2021, being a by-law to authorize an agency appointment and retainer agreement with Local Authority Services (LAS) regarding natural gas procurement and to repeal By-Law 43-2017, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

14.2 Sale of Surplus Land - 555 King Street West

Motion 112-2021: Burton, Young

That By-law 24-2021, being a by-law to authorize the sale of land by the Corporation of the Town of Prescott to the Corporation of the United Counties of Leeds and Grenville; that land being Part of Lots 45,46, 7 47 S/S King Street, Block 3, Plan 19, Town of Prescott, designated as Part 7 on 15R6207 being Part of PIN 68162-0065 (LT).

Carried

14.3 Site Plan Agreement - 763 King Street West

Motion 113-2021: Ostrander, Shankar

That By-Law 25-2021, being a by-law to authorize a Site Plan Agreement between the Corporation of the Town of Prescott and Robert and Teresa Pelda for the redevelopment of Wiser Hall, located at 763 King Street West, be signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business – None

16. Notices of Motion – None

17. Mayor’s Proclamation – None

18. Closed Session

Motion 114-2021: Burton, Shankar

That Council move into Closed Session at 8:37 p.m. to address matters pertaining to:

18.1 Approval of Closed Session Minutes

18.2 Community Awards

- Under Section 239(2)(b) of the *Municipal Act* - personal matters about an identifiable individual, including municipal or local board employees; and

18.3 Purchase & Sale

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

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

Carried

19. Rise and Report

During the Closed Session, Council accepted the Closed Session minutes as presented on Item 18.1 – Approval of the Closed Session Minutes and provided staff with direction on Items 18.2 – Community Awards and Item 18.3 - Purchase and Sale.

20. Confirming By-Law – 26-2021

Motion 115-2021: McConnell, Ostrander

That By-Law 26-2021, being a by-law to confirm the proceedings of the Council meeting held on April 19, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 116-2021: Shankar, Young

That the meeting be adjourned to Monday, May 3, 2021 at 6:00 p.m.

(Time: 9:02 p.m.)

Carried

Mayor

Clerk