



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, June 6, 2022
6:00 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present	Mayor Brett Todd, Councillor Leanne Burton, Councillor Teresa Jansman, Councillor Lee McConnell, Councillor Mike Ostrander, Councillor Gauri Shankar, Councillor Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Nathan Richard, Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief
Guests	Juan Sanchez and Cathie Kelso, Grenville Condominium Corporation

1. Call to Order

Mayor Todd began the meeting by acknowledging 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.

He then called the meeting to order at 6:03 p.m.

2. Approval of Agenda

Motion 131-2022

Moved By Burton

Seconded By Ostrander

That the agenda for the Council meeting of June 6, 2022 be approved as presented.

Carried

3. Declarations of Interest

There were no declarations of interest expressed.

4. Presentations

4.1 Prescott Fire Department - Year in Review

Renny Rayner, Fire Chief, spoke to a PowerPoint presentation. A copy of the presentation is held on file. He provided an overview of calls for service, fire protection agreement response calls, volunteer and committee work hours.

Chief Rayner spoke to events that took place in 2021, the years of service for the current complement, highlighted specific training, and outlined the departments goals for 2022.

Discussion was held regarding the function of the repeater, a request for support of a resolution from the Town of Newmarket, and the accuracy of the dispatch system.

Further discussion was held regarding the CN railcar derailment, the current years of service in the department, and the current relationship between Town Hall and the Fire Department.

5. Delegations

5.1 Grenville Condominium Corporation Water Street Food Truck

Juan Sanchez, Grenville Condominium Corporation, spoke to concerns of the tenants at 235 Water Street regarding the mobile food truck behind Forwarders' Antiques. He provided background on the property, the location of food trucks in the area, and concerns surrounding the permanency of the food trucks.

Mr. Sanchez requested that Council consider reviewing the current by-laws regarding food vendors to ensure electrical issues, proximity concerns, and license agreements versus temporary event permits be addressed for future planning.

Matthew Armstrong, CAO/Treasurer, provided an overview of By-Law 02-95, Section 3. He referenced the requirements in the by-law, a past meeting held with members of the Grenville Condominium Corporation, discussions with the property owner at 201 Water Street, and the potential timeline for reviewing and implementing a new by-law for 2023.

Discussion was held regarding locations of generators, noise concerns, and reviewing the noise by-law.

Further discussion was held regarding the food vendors willingness to work with the Town in attempt to appease to all parties, the Condominium Board's feelings towards the changes made, expressed safety concerns, and the inclusion of the BIA in the by-law review.

Juan Sanchez and Cathie Kelso left the meeting at 6:50 p.m.

6. Minutes of the previous Council meetings

6.1 May 16, 2022

Motion 132-2022

Moved By McConnell
Seconded By Shankar

That the Council minutes dated May 16, 2022, be accepted as presented.

Carried

7. Communications & Petitions

There were no items under Communications & Petitions.

8. Consent Reports

Motion 133-2022

Moved By Young
Seconded By Burton

That item 8.1 under the Consent Reports section of the agenda be accepted as presented; and

That Staff be directed to bring a resolution of support to the Council meeting of June 20, 2022 regarding Mandatory Firefighter Certification for discussion and consideration.

Carried

Motion 134-2022

Moved By Ostrander
Seconded By Burton

That items 8.2 and 8.3 under the Consent Reports section of the agenda be accepted as presented.

Carried

8.1 Information Package (under separate cover)

1. Approved Police Services Board Minutes – April 21, 2022
2. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – May 13, 2022
3. Municipality of Shuniah resolution of support re: Increasing Rural and Northern Education Fund
4. Town of Newmarket resolution of support re: Mandatory Firefighter Certifications
5. City of Kitchener resolution of support re: Energy Performance Tires for Greenhouse Gas Reduction
6. City of Brantford resolution of support re: Release of Federal and Provincial Documents Related to the Former Mohawk Institute Residential School
7. District Municipality of Muskoka resolution of support re: Annual Emergency Exercise Exemption
8. Town of Fort Erie resolution of support re: Federal Government's Plans to Tax Vacant Foreign Owned Properties
9. Town of Fort Erie resolution of support re: Bidding Wars on Apartment Rentals
10. Town of The Blue Mountains resolution of support re: Voter's List Information to Candidates
11. Municipality of Chatham-Kent resolution of support re: Retirement Home Funding

8.2 Staff Report 62-2022 - Draft Asset Management Plan

Recommended Motion:

That this report be received for information purposes in preparation for a formal presentation at the June 20th, 2022 Council Meeting.

8.3 Staff Report 63-2022 - Major Intersection - Pedestrian Crossings Evaluation

Recommended Motion:

That this report be received for information purposes in preparation for a formal presentation at the Council meeting of June 20, 2022.

9. Committee Reports

There were no items under Committee Reports.

10. Mayor

Mayor Todd spoke to the Tri-Council meeting held on May 30, he congratulated Katarina's on their second anniversary celebration, the success of the Laughs at the Leo event, and the possibility of holding a media event at the Recreation Centre.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at the Laughs at the Leo event held on June 4, Katarina's anniversary celebration, the Ride for Tiny Hearts at CHEO event, and the upcoming Prescott Cemetery Board's AGM to be held on June 7 at 1:00 p.m.

Councillor Jansman spoke to her attendance at the BIA AGM and the Laughs at the Leo event held on June 4.

Mayor Todd thanked staff for their support of the BIA.

Councillor McConnell spoke to his attendance at a Library Board farewell event for Jane McGuire and the St. Lawrence Shakespeare Festival's preparations for the upcoming season.

Councillor Ostrander spoke to his attendance at the Ride for Tiny Hearts at CHEO event, the anniversary event at Katarina's, and the Laughs at the Leo event all held on June 4.

Councillor Shankar spoke to his attendance at the Ride for Tiny Hearts at CHEO event, the anniversary event at Katarina's, the Laughs at the Leo event held on June 4 and the Rotary Club's Golf Tournament held on June 3.

Councillor Young spoke to his attendance at the Ride for Tiny Hearts at CHEO event, the anniversary event at Katarina's and the Laughs at the Leo event held on June 4. He also attended the St. Lawrence Lodge Committee of Management meeting.

12. Staff

12.1 Staff Report 64-2022 - Fire Update Report/Q1

Renny Rayner, Fire Chief, spoke to the ongoing training, the calls for service, and second quarter report to come in the future. He voiced his pleasure with the new members, the dedication of the department, and the current mix of new members and senior members.

12.2 Staff Report 65-2022 - Proposed Community Improvement Plan Amendments

Motion 135-2022

Moved By Jansman

Seconded By Burton

That Council direct Staff to proceed with the scheduling of the Statutory Open House to obtain public feedback to the proposed amendments of the Community Improvement Plan for July 11, 2022.

Carried

Dana Valentyne, Economic Development Officer spoke to the report. She referenced the potential amendments presented to the Planning Advisory Committee, the comments received, and then reviewed the Downtown and RiverWalk District area.

Matthew Armstrong, CAO/Treasurer, spoke to the additional suggestions including the creation of a purpose for the Downtown and RiverWalk District and extending project completion deadlines.

Discussion was held regarding the timeline for the public meeting, the next steps, and then returning to Council for final consideration.

Ms. Valentyne spoke to the amendments to the Employment Land area and the new streetscape grant.

Mr. Armstrong provided the suggested purpose of the area and the additional area improvements.

Discussion was held regarding the new streetscape grant, the appearance of employment areas and appeal for employees, continued maintenance of streetscape, the potential inclusion of a maintenance clause, and a clearer definition of the term project.

Ms. Valentyne spoke to the suggested minimal amendments to the Heritage Conservation section and the addition of a new loan program to the category.

Mr. Armstrong spoke to the issuance of loan funds as installments and the suggested extension of the project completion deadlines.

Discussion was held regarding the loan grant, the definition of heritage including those recognized as of Heritage Interest or Heritage designated, the requirement to apply for one funding stream only, concerns including residential properties, and the ability to add an affordable housing option to the heritage section.

Further discussion was held regarding the requirements of heritage homeowners, previous applications received from heritage homeowners, and the option of reducing the area to focus on the downtown area.

Ms. Valentyne spoke to the suggested amendments under the Brownfield section. She referenced the limited uptake, the eligible properties, and the reimbursement of the building permit and encroachment permit fees.

Mr. Armstrong referenced the purpose for area 4 and the extension of the project completion deadline.

Discussion was held regarding the maximum suggested timeline for property rehabilitation, the cost of remediation, options to lobby the province for support, and consideration of what other municipalities are doing when considering Brownfields.

Ms. Valentyne spoke to the suggested inclusion of a new category Large Scale Residential Development with Affordable Housing Component.

Mr. Armstrong spoke to the purpose of the area and provided an overview of the program incentives.

Discussion was held regarding improving the incentives to increase appeal, the potential property tax increment incentive, reassessment of properties through MPAC, generating interest with an affordable component, and different measurements rather than value.

Matthew Armstrong, CAO/Treasurer reviewed the housekeeping items listed in the report.

Discussion was held regarding the process associated with approving applications and past success of the program.

12.3 Staff Report 66-2022 - Edward Street Sidewalk - East side from King Street to Water Street

Motion 136-2022

Moved By Jansman
Seconded By Burton

That Council direct Staff to proceed with improvements to the sidewalk on the east side of Edward Street from King Street to Water Street as outlined in Staff Report 66-2022 with an upset limit of \$14,000 to be funded by the remaining reserve allocation from 2020 that was to be used for accessibility upgrades for sidewalks.

Carried

Nathan Richard, Director of Operations spoke to the report. He referenced past reports to Council, the current state of the sidewalk, and options presented at the Council meetings of May 2 and May 16. He outlined Option Three, reviewed the pros and cons, and the timeline associated with the completion of the work.

Discussion was held regarding the accessibility aspect of the work, the timeline for the project to begin following the Promenade events, and that the trees be planted in Centennial park.

12.4 Staff Report 67-2022 - Financial Report - April 2022

Matthew Armstrong, CAO/Treasurer spoke to the report.

Discussion was held regarding the rising insurance costs.

Council recessed at 8:39 p.m.

Renny Rayner, Fire Chief, left the meeting at 8:39 p.m.

Council resumed at 8:51 p.m.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 Fee By-Law - Amendment

Motion 137-2022

Moved By McConnell

Seconded By Young

That By-Law 26-2022, being a by-law to amend By-Law No. 08-99, being a by-law to amend various license fees and other fees and charges, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Lindsey Veltkamp, Director of Administration/Clerk provided Council with an overview of the by-law.

14.2 Multi-Use Recreation Complex Debenture By-Law

Motion 138-2022

Moved By Jansman

Seconded By Burton

That By-Law 27-2022, being a by-law to authorize certain new Capital Work(s) of the Corporation of the Town of Prescott (Municipality); to authorize the submission of an application to Ontario Infrastructure and

Lands Corporation ("OILC") for financing of such Capital Work(s)'; and to authorize long-term borrowing for such Capital Work(s) through the issue of debentures to OILC, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the by-law and the request from Infrastructure Ontario to resubmit the application.

15. New Business

There were no items under New Business.

16. Notices of Motion

There were no notices of motions.

17. Mayor's Proclamation

17.1 Longest Day of Smiles

Mayor Todd proclaimed June 19, 2022 as the Longest Day of Smiles in the Town of Prescott.

17.2 Pride Month

Mayor Todd proclaimed the month of June as Pride Month in the Town of Prescott.

Discussion was held regarding the raising of the Pride Flag ceremony on Wednesday, June 8 at 5 p.m.

18. Closed Session

Motion 139-2022

Moved By Ostrander

Seconded By Shankar

That Council move into Closed Session at 9:00 p.m. to discuss matters pertaining to:

18.1 Approval of Closed Session Minutes

18.2 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

18.3 Legal Matter

- Under Section 239(2)(e) of the *Municipal Act* litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and

That the CAO/Treasurer, Clerk, Economic Development Officer, Deputy Clerk and Brett Stufko (Compendium Group Inc.) remain in the room.

Carried

Motion 140-2022

Moved By Ostrander

Seconded By Burton

That the meeting be extended. (Time: 9:01 p.m.)

Carried

Motion 141-2022

Moved By Ostrander

Seconded By Young

That Council reconvene in Open Session. (Time: 10:13 p.m.)

Carried

19. Rise and Report

During the Closed Session, Council approved item 18.1 - Closed Session minutes, gave staff direction on Item 18.2 - Purchase and Sale, and received information on Item 18.3 - Legal Matter.

20. Confirming By-Law – 28-2022

Motion 142-2022

Moved By Ostrander

Seconded By Young

That By-Law 28-2022, being a by-law to confirm the proceedings of the Council meeting held on June 6, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

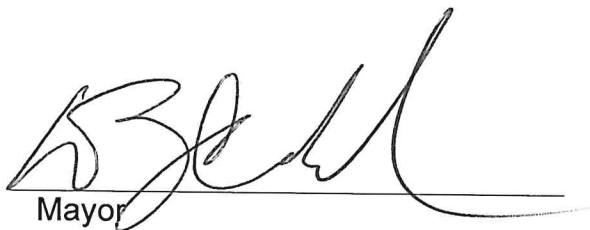
Motion 143-2022

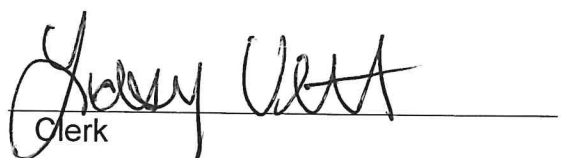
Moved By Jansman

Seconded By Burton

That the meeting be adjourned to Monday, June 20, 2022. (Time: 10:15 p.m.)

Carried


Mayor


Clerk