



PRESCOTT TOWN COUNCIL  
AGENDA

October 4, 2021

6:00 pm

Virtual Meeting

*Our Mission:*

*To provide responsible leadership that celebrates our achievements and invests in our future.*

---

Pages

1. Call to Order

*We will begin this meeting of Council 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, Anishibek, and the Oneida and Haudenosaunee Peoples.*

2. Approval of Agenda

**Recommendation**

That the agenda for the Council meeting of October 4, 2021 be approved as presented.

3. Declarations of Interest

4. Presentations

5. Delegations

6. Minutes of the previous Council meetings

**6.1. September 20, 2021**

1

**Recommendation**

That the Council minutes dated September 20, 2021, be accepted as presented.

**7. Communications & Petitions**

10

**7.1. UCLG: SSRF - Phase 4 - Opportunity to Identify and Propose/Buildings: Clarification to Questions**

**Recommendation**

For information.

**7.2. 40 km Speed Limit - Letter of Concerns and Suggestions**

13

**Recommendation**

That staff be directed to review the Traffic Calming Policy to see if any of the suggested measures could be used in the identified areas.

**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. Information Package (under separate cover)**

**8.2. Staff Report 90-2021 - Financial Report - August 2021**

14

**Recommendation**

For information.

**9. Committee Reports**

**10. Mayor**

**11. Outside Boards, Committees and Commissions**

**12. Staff**

12.1.	<b>Staff Report 91-2021 - Winter Ice Skating Activities</b>	17
	<b>Recommendation</b> That Council direct staff to proceed with winter ice skating activities as outlined in Staff Report 91-2021.	
12.2.	<b>Staff Report 92-2021 - Project Updates - October 2021</b>	22
	<b>Recommendation</b> For information.	
12.3.	<b>Staff Report - 93-2021 - Property Standards By-law, Vacant Buildings Registry By-law, and Administrative Monetary Penalties By-law</b>	26
	<b>Recommendation</b> For information.	
13.	<b>Resolutions</b>	
14.	<b>By-laws</b>	
14.1.	<b>Site Plan Agreement - 220 Churchill Road</b>	31
	<b>Recommendation</b> That By-law 43-2021, being a by-law to authorize a Site Plan Agreement between the Corporation of the Town of Prescott and Grant Castle Corporation, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.	
15.	<b>New Business</b>	
16.	<b>Notices of Motion</b>	
17.	<b>Mayor's Proclamation</b>	
17.1.	<b>International Day of the Girl</b>	46
17.2.	<b>Library Week</b>	47
17.3.	<b>Fire Prevention Week</b>	48
18.	<b>Closed Session</b>	
	<b>Recommendation</b> That Council move into Closed Session at _____ to discuss matters pertaining to:	

18.1 Approval of Closed Session Minutes

18.2 Cyber Security

- Under Section 239(2)(a) of the *Municipal Act* - the security of the property of the municipality or local boards; and

That the CAO/Treasurer, Clerk, and Deputy Clerk remain in the room.

**19. Rise and Report**

**20. Confirming By-Law – 44-2021**

50

**Recommendation**

That By-Law 44-2021, being a by-law to confirm the proceedings of the Council meeting held on October 4, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

**21. Adjournment**



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, September 20, 2021  
6:00 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, and Shawn Merriman, Manager of Building & By-law Services, Dana Valentyne, Economic Development Officer

---

**1. Call to Order**

Mayor Todd acknowledged 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, Anishibek, and the Oneida and Haudenosaunee Peoples.

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

## **2. Approval of Agenda**

Motion 216-2021:

That the agenda for the Council meeting of September 20, 2021, be approved as amended.

Carried

The agenda was amended by adding Item # 17.3 – Legion Week.

## **3. Declarations of Interest – None**

## **4. Presentations – None**

## **5. Delegations**

### **5.1 Volunteer Centre of St. Lawrence-Rideau - Tamara Baldwin & Mary Lynn Villeneuve**

Mayor Todd welcomed Tamara Baldwin and Mary Lynn Villeneuve.

Mary Lynn Villeneuve spoke to a PowerPoint presentation. A copy of the presentation is held on file. She provided background on the organization, identified partnerships with outside organizations, and programs offered in the area.

Discussion was held regarding the Youth Financial Literacy program, regional statistics, additional support from other municipalities, the year-round tax program, and the ongoing need for volunteers.

Tamara Baldwin and Mary Lynn Villeneuve left the meeting at 6:28 p.m.

## **6. Minutes of the previous Council meetings**

### **6.1 September 7, 2021**

Motion 217-2021: Ostrander, Burton

That the Council minutes dated September 7, 2021, be accepted as presented.

Carried

**7. Communications & Petitions – None**

**8. Consent Reports**

Motion 218-2021: Young, 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. Approved Planning Advisory Committee Minutes – July 2021
2. Approved Committee of Adjustment Minutes – August 23, 2021
3. Weekly Zoom Call Notes – September 3, 2021 & September 10, 2021
4. Trent Lake resolution of support re: OHIP-Insured Eye Care Coverage to All Ontarians
5. City of Port Colborne resolution of support re: Phase Out of Ontario's Gas Plants

**9. Committee Reports**

**9.1 Committee of Adjustment Staff Report 02-2021 - 198 James Street West**

Shawn Merriman, Manager of Building & By-law Services, spoke to the report.

**9.2 PAC Report 15 - 2021 - Site Plan Agreement File SPC 2021-02 220 Churchill Road**

Motion 219-2021: Jansman, Burton

That Council approve the proposed Site Plan application SPC 2021-02 subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town.
2. That the site plan agreement of the lands, shall be registered and be submitted to the Town.; and

That staff be directed to bring back the attached Site Plan Agreement By-law to the Council meeting of October 4, 2021, for final review and consideration.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the location of the property, the decision of the Planning Advisory Committee, and the multi-phased plan.

Discussion was held regarding the Site Plan, if the location would be staffed, the timeline for the development, and traffic concerns at the Churchill Road and Edward Street intersection.

#### **10. Mayor**

Mayor Todd spoke to his attendance at a recent meeting of the St. Lawrence Corridor Economic Development Commission, a meeting of Joint Services Committee of Leeds and Grenville on September 7, a meeting of the BIA held on September 14, and a Housing Affordability Task Force meeting held on September 22.

Mayor Todd spoke to recent traffic issues brought up at the recent meeting of the BIA.

#### **11. Outside Boards, Committees and Commissions**

Councillor Jansman spoke to her attendance at a Planning Advisory Committee meeting held on September 15 and a recent meeting of the BIA held on September 14.

Councillor McConnell spoke to his attendance at a St. Lawrence Shakespeare Meeting held on September 15. He referenced book displays focusing on Truth and Reconciliation at the Prescott Public Library, the upcoming Library Week proclamation, and Walker House programming.

Councillor Ostrander spoke to an upcoming Arena Fundraising Group meeting on September 29 and the Folkfest event taking place on September 26.

Councillor Shankar spoke to his attendance at an Arena Fundraising Group meeting. He thanked garden volunteers and Operations staff for their hard work on the gardens in Town. Councillor Shankar referenced the pole wraps downtown and the RiverRoute pilot project.

Councilor Young spoke to the BIA pole wraps, the need to educate drivers on the rules of crosswalks and pedestrians, and his attendance at a recent Grenville Community Futures Development Corporation Annual General meeting.



## **12. Staff**

### **12.1 Staff Report 89-2021 - Property Standards By-Law**

Motion 220-2021: McConnell, Burton

That Council receive Staff Report 89-2021 for information and provide feedback to staff prior to October 8, 2021; and

That staff be directed to bring back the By-law to the Council meeting of October 18, 2021, for final review and consideration.

Carried

Shawn Merriman, Manager of Building & By-law Services, spoke to the report. He referenced the inclusion of heritage properties, habitual property standard violations, the requirement to implement a Property Standards Committee, and the use of the AMPS system.

Discussion was held regarding determining property standards, and that the by-law would not come into effect until January 2022 and the public education aspect of the by-law.

### **12.2 Staff Report 90 - 2021 - Leeds Grenville - Housing Solutions for Vulnerable People**

Motion 221-2021: Burton, Ostrander

That Council direct staff to send a letter of response to United Counties of Leeds and Grenville's Opportunity to Identify and Propose Properties / Buildings for the development of longer-term housing-based solutions to homelessness post COVID-19, seeking clarification on the issues identified in Staff Report 90-2021.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the correspondence received from the United Counties of Leeds Grenville and the need for further clarification.

Discussion was held regarding further analysis, the need for input from Mental Health & Addictions, and the requirement for sewer and water on eligible properties.

## **13. Resolutions**

### **13.1 OHIP and Optometrist Services**

Motion 222-2021: Young, Shankar

WHEREAS routine eye care is critical in early detection of eye diseases like glaucoma, cataracts, and macular degeneration, and the health of eyes is critical to overall health and quality of life; and

WHEREAS Conditions that may be detected with an annual eye exam include Diabetes mellitus, Glaucoma, Cataract, Retinal disease, Amblyopia (lazy eye), Visual field defects (loss of part of the usual field of vision), Corneal disease, Strabismus (crossed eyes) Recurrent uveitis (an inflammation of the uvea, the middle layer of the eye that consists of the iris, ciliary body and choroid), Optic pathway disease; and

WHEREAS payments from OHIP have only increased 9% over the last 30 years, which has not come close to matching inflation of costs (which include rent, staff, utilities, equipment, taxes and supplies); and

WHEREAS the lack of funding makes it difficult to invest in modern technology, and newer technology means earlier detection of eye disease; and

WHEREAS the Provincial government refusal to formally negotiate with Optometrists for more than 30 years has forced the Optometrists to absorb approximately 173 million dollars annually in the cost to deliver eye care to Ontarians; and

WHEREAS the 2021 Ontario Budget did not address OHIP-insured eye care, Ontario Optometrists took action and voted to withdraw OHIP services starting September 1, 2021, unless the government agrees to legally-binding negotiations to fund these services at least to the cost of delivery; and

WHEREAS this job action will jeopardize good eyecare for those who need the care of an optometrist the most and will have the greatest impact on the most vulnerable groups. Children—who's lifetime ability to learn and develop depends

on good vision—to the elderly, who are at the greatest risk for vision-threatening ocular diseases.

THEREFORE, BE IT RESOLVED THAT the Corporation of the Town of Prescott requests that the Provincial government recognize the value that access to quality eye care brings to all Ontarians and act now to protect it; and

THAT the Provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place;

AND THAT a copy of this resolution be forwarded to the Honourable Doug Ford, the Honourable Christine Elliot, Ontario Minister of Health, the Honourable Steve Clark, Member of Provincial Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, the Honourable Michael Barrett, Member of Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes, the Ontario Association of Optometrists, and all Leeds and Grenville municipalities.

Carried

## **14. By-laws**

### **14.1 Alternative Voting**

Lindsey Veltkamp, Director of Administration/Clerk, spoke to the By-law. She indicated that a clause had been included to remove the use of paper ballots for the 2022 Municipal Election following the discussion that took place at the previous Council meeting of September 7.

Discussion was held regarding the percentage of eligible electors that voted with paper in 2018, concerns regarding electronic voting methods in Long Term Care facilities, and potentially removing paper ballots for the 2026 Municipal Election.

Motion 223-2021: McConnell, Ostrander  
That By-law 41-2021, being a by-law to authorize an alternative voting method for the 2022 Municipal Election be accepted with the exception of the clause to eliminate the use of paper ballots in the 2022 Municipal Election, and that this by-law be read and passed, 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**

**17.1 National Day of Truth and Reconciliation**

Mayor Todd proclaimed September 30, 2021, as National Day of Truth and Reconciliation in the Town of Prescott.

**17.2 World Alzheimer's Day**

Mayor Todd proclaimed September 21, 2021, as World Alzheimer's Day in the Town of Prescott.

**17.3 Legion Week**

Mayor Todd proclaimed the week of September 19 until September 25, 2021, as Legion Week in the Town of Prescott.

**18. Closed Session – None**

**19. Rise and Report – None**

**20. Confirming By-Law – 42-2021**

Motion 224-2021: Young, Ostrander

That By-Law 42-2021, being a by-law to confirm the proceedings of the Council meeting held on September 20, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**21. Adjournment**

Motion 225-2021: Burton, McConnell

That the meeting be adjourned until Monday, October 4, 2021, at 6:00 p.m. (Time: 8:20 p.m.).

Carried

---

Mayor

---

Clerk

September 24, 2021

Matthew Armstrong  
Chief Administrative Officer & Treasurer  
Town of Prescott  
360 Dibble Street West  
Prescott, ON K0E 1T0

**RE: SSRF – Phase 4 – Opportunity to Identify and Propose/Buildings  
Clarification to Questions**

Dear Mr. Armstrong:

In regards to your letter dated September 21, 2021 concerning the SSRF Phase 4: Opportunity to Identify and Propose Properties/Buildings, the following replies have been prepared to your enquiry.

- Where is the current homeless population within Leeds and Grenville?

It is difficult to quantify the exact number of homeless persons in Leeds and Grenville. On September 21, 2021, throughout Leeds and Grenville, Community and Social Services staff and community partners conducted a Point-in-Time Survey of those persons experiencing homelessness in order to better understand the scope of the issue. Based on current programs to address homelessness, we can note that the Cooperative Care Centre in Brockville assists generally between 9-14 individuals each night with overnight accommodation. The program that addresses individuals after-hours and on weekends saw 27 individuals in June, and 14 individuals in July housed overnight during these months.

- What is the estimated change in the homeless population in Leeds and Grenville over the next 5, and as far out as 20 years in both size and location?

There are multiple and complex reasons or factors that influence a person's ability to obtain and maintain housing. We would not reasonably be able to estimate the change in years to come. As the Point-in-Time Survey becomes an annual event,

where lifestyle  
grows good business

synonyme de qualité de vie  
et de réussite en affaires

we will be in a better position to monitor and track changes over time. It has been noted through the operation of current homelessness programs, that in terms of location, people who are homeless tend to gravitate towards those centers with more services.

- What are the supportive services that need to be readily available to support the homeless as they are engaged in solutions?

As with the reasons or factors that influence a person's ability to obtain and maintain housing, the supportive services needed to assist that person vary with the issues. A person may need mental health or addiction services, or assistance in dealing with tasks for daily living. Perhaps the person is assisted by a community agency based on their age or assistance with physical or intellectual impairment.

- Where are the supportive services to help the homeless currently available within Leeds and Grenville?

The majority of the larger community support agencies service all of Leeds and Grenville, for example Developmental Services of Leeds and Grenville, Lanark, Leeds Grenville Addictions and Mental Health, etc.

- Why does the property / building need to be on municipal water and sewer services as it automatically precludes what may be viable opportunities in Leeds and Grenville municipalities that are close to the homeless populations and the supportive services they require?

The goal is to have a property with more than six units. If the property is owned by the United Counties of Leeds and Grenville, and is not on municipal services, then it would be considered a Municipal Drinking Water System. We would then be required to follow all legislative requirements similar to what the Town of Prescott follows for their water protection. We would be required to obtain a Municipal Drinking Water Licence (MDWL), and Drinking Water Works Permit (DWWP), and potentially a Permit to take Water (if using more than 50,000 L of water per day). To obtain a licence, the system would need to complete a registration form, complete an Engineers Report, and an accredited lab's services would need to be secured for water testing. The Health Unit should also be consulted regarding the new residential system. In addition, if the drinking water system is located within 15m of surface water (a river, lake etc.), it may be



Matthew Armstrong, Chief Administrative Officer & Treasurer

RE: SSRF – Phase 4 – Opportunity to Identify and Propose Properties/Buildings – Clarification to Questions

September 23, 2021

---

considered to be a system that is under the influence of ground water (GUDI), and could have greater requirements for disinfection than a system that is not. Lastly, when a new Municipal Drinking Water System is established, the Cataraqui or Raison-South Nation Source Protection Plan could apply to the property, depending upon where it is located. The Source Protection Plans focus on municipal intakes and wells, and include actions to protect the drinking water supply. Given the tight timeframe of the funding guidelines, and the liabilities of a drinking water system; being on municipal services is preferred.

- Are there any vacant properties or housing that is not current being used for social housing, owned by the United Counties of Leeds and Grenville that could be used for this objective.

There are lands that the Counties own, but the timelines of the SSRF – Phase 4 funding will not allow for zoning, development, site plans, execution to occur by the deadlines. There are no vacant houses/apartments at this time.

- What kind of property or building is required to address the stated objective?

The ideal building is currently zoned residential, or another designation that could be rezoned. The building layout would be easily expanded, modified or converted to small self-contained units. It would be on municipal services, and accessible to not only community supports, but other supports such as grocery stores, medical, etc.

Should you have any questions, or wish to further discuss this proposal, please do not hesitate to contact me at 613-342-3840, or toll-free at 1-800-267-8146, ext. 2305.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Chris Morrison".

Chris Morrison  
Housing Manager  
Community and Social Services

/th

cc. A. Tutak, Director, Community and Social Services



Town of Prescott  
360 Dibble Street West  
Prescott, ON  
K0E 1T0

September 26, 2021

Attention: Town Council

Since the inception of the 40 km speed limit and the pandemic, there has been a noticeable decline in proper parking practices and increased speeding; after a couple of near misses, I wish to lodge a complaint about the speeding and parking issues particularly along Wood St W.

**PARKING:**

- Vehicles are parking on the south side too close together and/or facing oncoming traffic as well as adjacent to vehicles on the north side at the corner of George / Wood - Oncoming vehicles will not wait for safe passage and are travelling far beyond the 40 km speed limit. Of note ... more than one street has large vehicles (RV's, Commercial vehicles, etc.) parked on the street (sometimes adjacent to each other) blocking view of oncoming traffic i.e. St. Lawrence (onto Wood) or Ann (onto Hyde) when turning onto these streets.

**Suggestion:** possible resolution would be to make the intersections a four way stop which would alleviate the speed issue and curb the safety concern of parked vehicles so close to the corner or two vehicles travelling abreast or young children in the vicinity playing on the street. People use to wait when cars were parked; facilitating proper flow not trying to turn the roadway into a freeway or play chicken with on-coming traffic. Sidewalk pedestrian traffic is affected by poorly parked vehicles, speeding vehicles and a general lack of courtesy.

**Summary – Vehicles are:**

- Parking within 30 feet (9 meters) of an intersection
- Parking vehicle facing wrong direction
- Parking on the sidewalk
- Parking or stopping at the end of a private driveways (latest culprit BN15553, white transit vehicle 8/30)
- Parking on median between street and sidewalk
- Parking RV's which obstruct vision at intersections

**SPEEDING:**

- Without police enforcement, why have a 40 km speed limit throughout the town if there is no ticketing or consequences – cars are travelling above the 40 km speed on Edward, Wood, and King just to mention a few? Suffice to say, signage is not enough for drivers to comply.

**Suggestion:** Our town council members live here, so maybe travel different streets at different times and discover the issues personally. I assume that Wood St W (Hyde) is not the only speedway in town? Consider speed bumps, calming (round a bouts) circles, additional stop signs or make this a one-way street.

In light of the pandemic, train derailment and other more pressing world events, town traffic and parking conditions may not be a priority, however it is my hope that the council will take the time to review the above observations. I am sure that the townspeople have similar experiences and recommend a survey of the general public re: growing town traffic issues. I would appreciate an acknowledgement that you have received my note and that it is under consideration with a plan of action to remediate the issues as stated.

Regards,



Richard DePratto

Cc:  
OPP – Grenville County Detachment  
200 Development Drive  
Prescott, On  
K0E 1T0  
Telephone: (613) 925- 4221

		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

## REPORT TO COUNCIL

Date October 4, 2021

**Report No. 90-2021**

From: Matthew Armstrong, Chief Administrative Officer & Treasurer

RE: Financial Report – August 2021

---

### **Recommendation:**

For information.

### **Analysis**

The attached income statement for the first eight months ended August 31, 2021, highlights the financial picture year-to-date. Revenue and expense variances are explored below.

The interim property tax billings were due on March 31, 2021, while the final tax billings were processed in July. The total amount of the 2021 property taxes billed is reflected in this report. The Ontario Municipal Partnership Fund payments are received in January, April, July and October. Those two items make up the vast majority of corporate revenue and due to their timing results in a positive variance in revenue year to date.

All of the revenue areas are currently on or ahead of budget as of August 31<sup>st</sup>. There are no significant revenue variances expected by year end at this time.

From an expense perspective, transportation services is over budget due to the repaving having already occurred and paid for. The Social Service budget is overbudget due to the timing of payment for St. Lawrence Lodge debt. These are expected to be on budget by the end of the year. Recreation and Cultural budgets are slightly over by the end of August due to the timing of expenses for the marina. These are expected to be on budget by the end of the year.



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

As the 2021 budget was constructed with the effects of COVID built into it, there are no major negative effects on revenue or expenses at this time due to COVID at this time.

The 14% increase in insurance premiums along with the additional coverage being obtain for flood and earthquake insurance is expected to add \$18,000 in additional cost in 2021, however this can be absorbed through savings elsewhere in the budget. No other reductions in revenue or increase in costs have been identified to date that will cause a significant variance at year end.

**Alternatives:**

None

**Financial Implications:**

Financial implications are outlined in the analysis section of this report.

**Attachments:**

- Financial Report – August 31, 2021

*Submitted by:*

---

Matthew Armstrong  
Chief Administrative Officer & Treasurer

## Income Statement 2021 Operating Budget

	Month			Year-to-Date			Total 2021 Budget	Notes
	Budget	Actual	Variance B (W)	Budget	Actual	Variance B (W)		
Revenue								
Corporate	657,929	26,267	(631,662)	5,263,429	7,248,646	1,985,217	7,895,143	
Protective	18,223	35,397	17,173	145,787	162,675	16,888	218,680	
Transportation	23,052	-	(23,052)	184,417	236,581	52,163	276,626	
Environmental	18,243	29,770	11,526	145,947	148,167	2,221	218,920	
Health	138	-	(138)	1,100	3,675	2,575	1,650	
Social	12,125	40,144	28,019	97,000	127,978	30,978	145,500	
Recreation and Cultural	45,632	88,247	42,615	365,059	467,598	102,539	547,588	
Planning & Development	4,625	1,404	(3,221)	37,003	38,897	1,894	55,505	
Total	779,968	221,228	(558,740)	6,239,741	8,434,216	2,194,475	9,359,612	
Expenses								
Corporate	112,668	87,096	25,573	901,347	840,054	61,293	1,352,021	
Protective	185,031	176,909	6,972	1,480,248	1,457,190	17,058	2,220,372	
Transportation	189,860	144,430	45,431	1,518,883	1,530,492	(11,609)	2,278,325	
Environmental	31,350	26,334	5,016	250,800	219,454	31,346	376,200	
Health Services	27,205	29,929	(2,724)	217,637	229,036	(11,399)	326,455	
Social Services	70,392	126,925	(56,533)	563,139	601,391	(38,253)	844,708	
Recreation and Cultural	123,640	156,384	(32,744)	989,120	994,558	(5,438)	1,483,680	
Planning & Development	39,821	28,996	10,241	318,567	269,491	46,076	477,851	
Total	779,968	777,002	1,233	6,239,741	6,141,667	89,074	9,359,612	
Net Operations	0	(555,774)	(555,774)	0	2,292,549	2,292,549	0	
Water & Wastewater Revenue	244,252	288,249	43,997	1,954,015	1,597,989	(356,025)	2,931,022	
Water & Wastewater Expense	244,252	205,898	38,350	1,954,015	1,863,772	90,212	2,931,022	
Net Water & Wastewater	-	82,351	82,351	-	(265,782)	(265,782)	-	



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Oct. 4 '21
Strategic Plan		

## STAFF REPORT TO COUNCIL

Report No. 91-2021

**Date:** October 4, 2021

**From:** Nathan Richard, Interim Director of Operations

**RE:** Winter Ice Skating Activities

---

### Recommendation:

That Council direct staff to proceed with winter ice skating activities as outlined in Staff Report 91-2021.

### Background / Analysis:

Winter and outdoor activities continue to be an important part of being healthy, particularly in the winter months. Throughout the pandemic, mental health and wellness continues to be challenged. It is important to spend time outside and exercise safely and responsibly. The Town would like to improve upon the options available for the public during the winter months along with strengthening the importance and public use of waterfront spaces.

Last year staff constructed an outdoor hockey rink along with a separate skating area near the existing ballfields. The lights from the ballfield were utilized to light the skating areas during the evening hours. The weather cooperated and there was positive public feedback regarding the two skating areas during the season.

During the preliminary construction stages of the new recreation complex at Sophia Street, the power source to the lights was removed from this area when the small ballfield building was demolished. Using this area for the outdoor rink had parking constraints as the roadway due to road width and vehicles could not drive through the area.

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Oct. 4 '21
Strategic Plan		

## Ice Skating on the Harbour

Winter ice skating in the Sandra S. Lawn Harbour & Marina on the natural ice is a topic that has been broached in the recent past and was done many years ago. Last winter season the City of Brockville utilized natural ice for public skating, and it was a very successful winter skating option for the municipality. There was plenty of room around the docks to skate and the docks were used as seating to put on skates or rest. The Rideau Canal Skateway in Ottawa is another example of a public natural ice-skating surface.

Town staff are proposing that a portion the Prescott harbour be prepared for ice skating this winter season. The main skating area is proposed to be located where H dock has been removed, shown in the attached sketch. The size of this area would be 100 feet by 60 feet, potentially larger, however actual size will be dependent on the winter conditions and ice thickness. Lighting from the existing Harbour lights will be used for the skating and potentially temporary lights will be installed to allow for safe skating in the evening hours.

If ice skating is permitted on the Harbour, Town staff would follow all safety precautions, such as following the *Infrastructure Health and Safety Associations Best Practices for Building and Working Safely on Ice Covers in Ontario*. Additional details include having a proper ice hole pattern and recording daily inspections of ice thickness through the small 4" augured ice holes. Snow removal will be completed with the appropriate equipment that complies with the ice thickness, such as a hand snow blower, shovels and when thickness permits, potential plowing with a utility vehicle. Barricades will be in place to deter anyone from walking or skating to areas that are not approved by the Town for access.

During the winter months, there have been people observed using the Harbour for ice fishing. The area that is generally utilized for ice fishing is naturally separate from the skating areas as it is done on the east side of the Harbour and the skating areas will be on the west side.

## Ice Skating Path

Town staff would like to create a small ice-skating path, approximately 200 meters in length, to the east of the Rotary Pavilion. The Pavilion will provide a covered area and lighting to put skates on and be used for shelter when resting from skating. The path would be approximately 200 meters in length and have a few smaller ice surfaces along

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Oct. 4 '21
Strategic Plan		

the path, as there are some natural low-lying areas along the proposed path where water pools. For evening skating, the lights from the Pavilion will offer some lighting and temporary, solar lights will be installed on posts to allow for safe skating in the evening hours. There is plenty of public parking at the waterfront to easily park and enjoy this amenity.

The increased activity at the waterfront could present potential opportunities to build on tourism events around ice activities which also promotes the use of this picturesque location in Prescott for additional months of the year.

### **Outdoor Hockey Rink**

The outdoor hockey rink could be installed in one park further from the waterfront to allow another location within the Town. Fairways Park or Sarah Spencer Park are options being reviewed for the formal outdoor hockey rink to be installed this year. Street lighting will provide some lighting and temporary lights will be installed to allow for safe skating in the evening hours.

### **Alternatives**

Council could decide that fewer options be provided to the public for outdoor ice skating.

### **Financial Implications**

None at this time.

### **Attachments**

- Image of the Ice-Skating Path
- Image of Harbour Ice Skating area

*Submitted by:*

---

Nathan Richard  
Interim Director of Operations

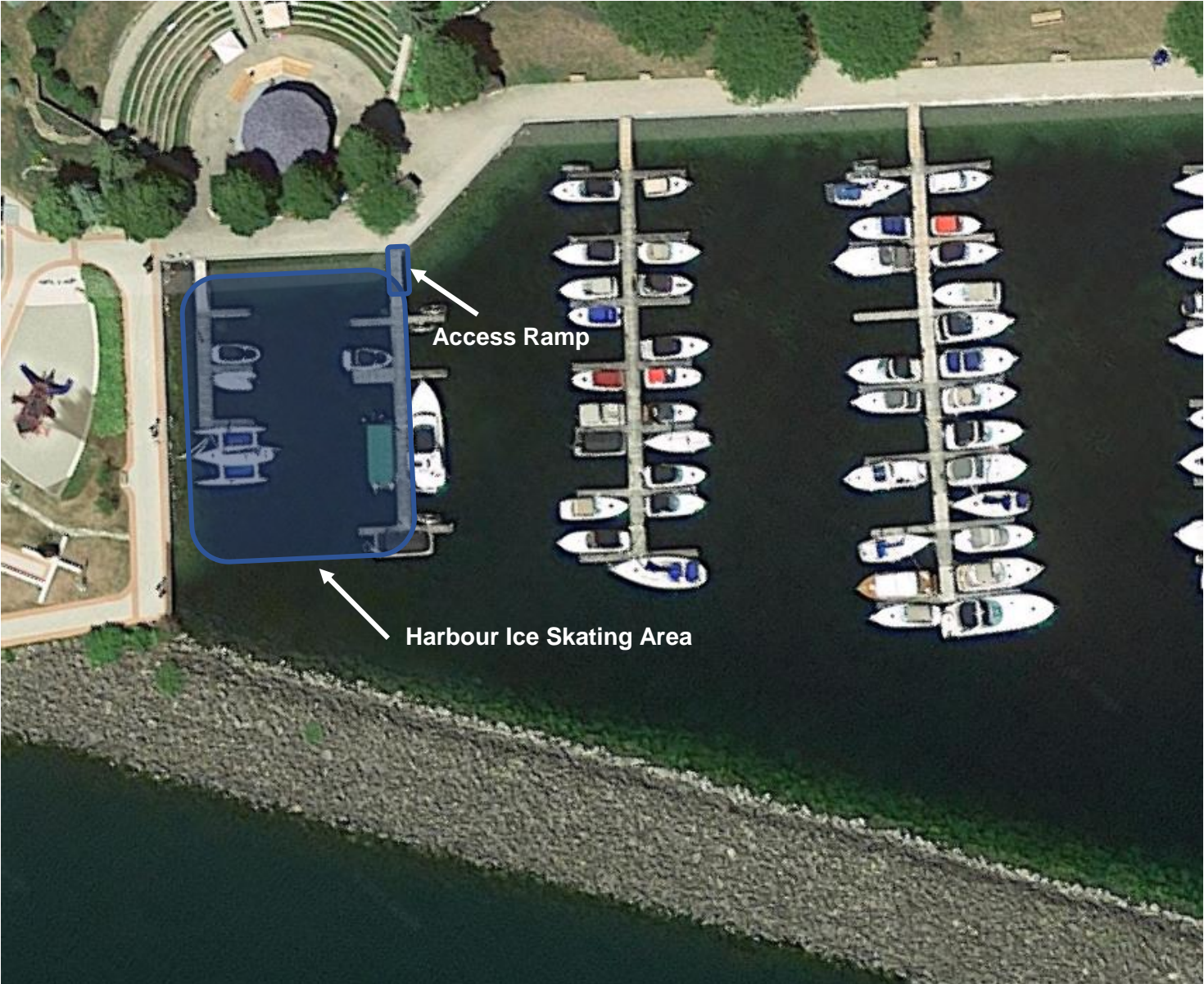


Ice Skating Path





Harbour Ice Skating





		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

## REPORT TO COUNCIL

Date October 4, 2021

Report No. 92-2021

From: Matthew Armstrong, Chief Administrative Officer & Treasurer

RE: Project Updates – October 2021

---

### Recommendation:

For information.

### Background / Analysis

The intent of this report is to provide an update to Council on the status of approved projects.

#### Dibble Street East Reconstruction

Vankoughnet Street to Boundary Street reconstruction is expected to be completed by October 31, 2021. Edward Street to Vankoughnet Street will be completed in 2022.

#### Dog Park

Fencing work is completed and the signage has been installed. A dew agility items, benches, and watering station have been added and we will be continuing to add apparatuses for dogs. Power to the field lights were removed when the small ballfield building was demolished. Installation of solar lights for nighttime usage is being investigated and worked on.



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

### Evaluation of Docks to Prepare for Replacements

Kehoe Marine Construction will be conducting an evaluation of the marina docks by the end of October. A report will come to Council in November with the results of the evaluation to allow for the ordering of the replacement of H Dock which is the next most pressing dock needing to be replaced based on evaluation results.

### Pothole Repairs

Pothole repairs are to be completed in October using hot-in-place method.

### Museum Renovations

The front door at the Museum has been replaced. The new HVAC and dehumidifier have been installed. The entrance ramp is to be completed by the end of October. Window replacements are being arranged for the front windows that are cracked with internal renovations nearing completion. A report regarding the display and activation of the museum collection will be brought to Council at the October 18, 2021, meeting.

### Non-Motorized Vessel Dock

The dock for non-motorized vessels has been installed in Centennial Park. It is a floating dock that will allow for removal in the winter months and reinstallation in the spring.

### Shade Structures in Riverwalk and Centennial Park

Installation of the poles for the shade structures are expected to occur in October along with the fitting and testing of the shade sails. The shade sails will be removed for the winter months.



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

#### Installation of Solar Lights along Heritage Trail

A solar lighting solution for the Heritage Trail has been found. The request for approval of the project is currently with Parks Canada as they perform their due diligence.

#### Repairs to Waterfront Trails

A portion of the Heritage Trail has been repaired by removing the pavement, adding gravel and a bonding agent to allow the area to settle. Additional sections will be completed in October.

#### Mural at the Beach

Staff are working to confirm final measurements in order to proceed with order for the mural along the Coast Guard fence on the east side of the beach.

#### Regional Transit Pilot Project

The regional transit pilot project went live on August 30, 2021. Daily ridership fluctuates up to a high of 17 users in a single day. The goal is to have 20 to 25 users per day on a sustainable basis in the pilot phase of the project. More detailed information will be forthcoming in November as additional ridership information becomes available.

#### **Alternatives:**

None

#### **Financial Implications:**

None

#### **Attachments:**

None



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

*Submitted by:*

---

Matthew Armstrong  
Chief Administrative Officer & Treasurer

		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

## REPORT TO COUNCIL

Date October 4, 2021

Report No. 93-2021

From: Matthew Armstrong, Chief Administrative Officer & Treasurer

RE: Property Standards Bylaw, Vacant Buildings Registry Bylaw, and Administrative Monetary Penalties Bylaw

---

### Recommendation:

For information.

### Background / Analysis

The intent of this report is to highlight some areas of the new bylaws that feedback.

#### Property Standards By-law

The new Property Standards By-law provides a more robust set of guidelines when compared to the current by-law. Upon further review, some areas that could be added include the following to add greater clarity.

#### **ROOFS**

*The roof of every building or structure shall be structurally sound, weatherproof and free of loose or unsecured objects and materials and excessive accumulations of ice and snow. Improperly secured objects and materials shall be removed, repaired or replaced.*

*All roof flashing, gutters, valleys, eaves troughs and down pipes shall be secured, free of rust and maintained in a serviceable condition.*



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

*All soffit and fascia components of a building shall be secured and maintained in good repair and properly painted or otherwise treated*

### **UNFINISHED BUILDINGS OR STRUCTURES**

*All buildings or structures, or parts thereof that are unfinished shall be finished in an acceptable manner within a six months or, where applicable, in accordance with all relevant legislation.*

*The worksite on which unfinished buildings or structures exist shall be maintained in a safe and healthy manner.*

### **CHIMNEYS**

*Every chimney, smoke pipe, vent, flue or similar apparatus serving a heating device or system shall be:*

*installed and maintained so as to prevent the escape of smoke or gases into the building;*

*clear of obstructions;*

*free from open joints;*

*free from broken and loose masonry;*

*in good repair, securely anchored and plumb.*

### **VEHICLES, RECREATIONAL VEHICLES. BOATS & TRAILERS**

*No recreational vehicles, boats and trailers shall be stored in the front yard of any residential property, save and except for in an approved driveway.*

*No derelict or inoperable vehicles, recreational vehicles, boats or trailers shall be kept in any residential property unless properly housed in a garage.*

		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

*No person shall perform repairs or work on vehicles, including recreational vehicles, boats and trailers, in a residential zone, except in the case of work on a vehicle for personal use only and that it shall be completed within a reasonable time frame.*

*No storage of such vehicles, boats or trailers shall infringe on the neighbour's enjoyment of their property.*

The introduction of an administrative penalty is being contemplated in this by-law as outlined in the table below for those that fail to comply with property standards orders or hindering a By-Law Officer in carrying out inspections. These penalties will increase with each subsequent offence within a 12-month period of the first occurrence.

Item 1	Designated Provisions 2	Short Form Wording 3	First Offence in a 12-month period 4	Second Offence within 12 months of the first offence 5	Subsequent Offences within 12 months of the first of offence 6
1	8.2	Failing to allow or hindering a by-law officer during a property inspection under this by-law.	\$200.00	\$400.00	\$1,000.00
2	8.3	Failing to comply with a notice or order within the allotted time frame.	\$200.00	\$400.00	\$1,000.00
3	8.6	All costs associated for work completed under this section shall be at cost with an administrative fee for work carried out as noted in this table.	\$200.00	\$400.00	\$1,000.00
4	8.8	Returned payment or rejected transaction process.	\$50.00	\$100.00	\$200.00
5	8.10	Interest shall occur on any fee outstanding after the due date at a rate of 1.25% per month			



		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

### Vacant Building Registry By-law

The Vacant Building Registry By-law is intended to ensure the regular monitoring of vacant buildings within the Town of Prescott to address safety concerns that may arise due to disuse.

Based on the initial discussion at Council, it is being recommended that a building would need to be registered after 180 days of being vacant as opposed to 90 days.

Additional feedback is being sought on the annual fee amount which could be split and billed semi-annually. If a building or unit becomes occupied before the next billing cycle, then a prorated credit would be issued to the property owner to the date of occupancy.

Item	Designated Provisions	Short Form Wording	Amount	AMP Amount	AMP Second Offence (<1 year)	AMP Subsequent Offence (< 2 years)
1	2	3	4	5	6	7
1	4.0	Annual fee for registering or renewal of a vacant building or vacant unit within a building to a maximum of three units.	\$1,000.00			
2	4.0 (a)	Failure to register as required		\$75.00	\$175.00	\$425.00
3	4.0 (b)	Failure to re-register as required		\$75.00	\$175.00	\$425.00
4	5.0 (c)	Failing to post signage as required		\$75.00	\$175.00	\$425.00
5	5.0 (d)	Failing to monitor property as required.		\$75.00	\$175.00	\$425.00
6	6.0 (c-g)	Failure to allow or preventing inspection as required.		\$150.00	\$375.00	\$775.00
7	6.0 (j)	Failure to comply with an order or direction.		\$150.00	\$375.00	\$775.00
8	6.0 (k)	Interest shall occur on any fee after the due date at a rate of 1.5% per month.				

		Date Req'd
Information Purposes	X	Oct. 4 '21
Policy / Action Req'd		
Strategic Plan		

### Administrative Monetary Penalties System By-law

The concept of an Administrative Monetary Penalties System provides for a quicker and more direct way in which to review and adjudicate disagreements on the issuance of municipal penalties. If an individual wishes to challenge a penalty issued by the municipality, they would be able to use this process. Currently the only way to challenge a municipal fine or penalty is to go through the Provincial Court system.

The process to challenge a municipal fine or penalty would be a two-level process. As a first step, at the request of the individual, a Screening Officer (the Chief Administrative Officer or Clerk) would review the issues at hand and make a decision based on the facts. If the individual is not satisfied with the outcome of the Screening Officer Review, then they can request a hearing of the Hearing Board which is comprised of three community members to consider the issue. The decision of the Hearing Board would be the final step in the review and appeals process.

#### **Alternatives:**

None

#### **Financial Implications:**

None

#### **Attachments:**

None

*Submitted by:*

---

Matthew Armstrong  
Chief Administrative Officer & Treasurer

# THE CORPORATION OF THE TOWN OF PRESCOTT

---

## BY-LAW NO. 43-2021

### A BY-LAW TO AUTHORIZE A SITE PLAN AGREEMENT BETWEEN THE CORPORATION OF THE TOWN OF PRESCOTT AND GRANT CASTLE CORPORATION.

---

#### *Being a by-law to authorize a Site Plan Agreement between the Corporation of the Town of Prescott and Grant Castle Corporation.*

**WHEREAS** the *Municipal Act, 2001*, c. 25, s. 5 (1) provides that the powers of a municipal corporation are to be exercised by its council; and

**WHEREAS** Section 41(2) of the *Planning Act, 1990*, permits the council of a municipality to establish a site plan control area by by-law; and

**WHEREAS** By-Law 06-2012 of the Corporation of the Town of Prescott authorizes the municipal council to enter into one or more agreements to control the development or redevelopment of all lands in the Town of Prescott; and

**WHEREAS** the Council of the Corporation of the Town of Prescott deems it necessary and in the public interest to enter into a Site Plan Agreement with Grant Castle Corporation. being the owner of the lands described as Plan 19, Block 15, Lot M and 2 to 4, RP 15R11754 Part 1, Town of Prescott (220 Churchill Road West).

**NOW THEREFORE** the Council of the Corporation of the Town of Prescott enacts as follows:

1. That the Mayor and Clerk are hereby authorized to sign a Site Plan Agreement with Grant Castle Corporation, a copy of which is attached hereto as Appendix "A", and is hereby declared to form part of this by-law.
2. That this by-law shall come into force and take effect upon final passage.
3. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

**READ AND PASSED, SIGNED AND SEALED THE 4<sup>th</sup> DAY OF OCTOBER, 2021.**

---

**Mayor**

---

**Clerk**

Appendix "A" – BY-LAW 43-2021  
SITE PLAN AGREEMENT –  
Grant Castle Corporation, 220 Churchill Road West Prescott, Ontario

This AGREEMENT made on the [DATE] day of [MONTH], [YEAR].

BETWEEN:                   **Grant Castle Corporation**  
A business operating under the laws of the Province of  
Ontario  
Hereinafter called the "Developer"  
OF THE FIRST PART

AND:                       **THE CORPORATION OF THE TOWN OF PRESCOTT**  
Hereinafter called the "Town"  
OF THE SECOND PART

**WHEREAS** By-law 06-2012 of the Council of the Corporation of the Town of Prescott authorizes the municipal council to enter into one or more agreements to control the development or redevelopment of all lands in the Town of Prescott;

**AND WHEREAS** the Owner has represented to the Town that the lands described as in Schedule "A" and municipally known as 220 Churchill Road West, in the Town of Prescott, are owned by the Owner;

**AND WHEREAS** the lands affected by this Agreement are the lands described in Schedule "A" hereto annexed, and are also shown on a Site Plan attached hereto as Schedule "B" (the "Site Plan"), which lands are referred to herein as the "said lands";

**AND WHEREAS** the described lands are zoned General Commercial (C1) under the Town's Zoning By-law 09-2009, as amended;

**AND WHEREAS** the Developer proposes to add a diesel cardlock facility (the "Project") upon the said lands in accordance with the Site Plan attached;

**AND WHEREAS** the Developer is required to enter into this Agreement with the Town as a condition of Site Plan Approval;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the premises and for the good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, (the receipt of which is hereby acknowledged), the parties hereto covenant and agree with one another as follows:

**PART — 1**  
**THE LANDS, PLANS AND REPRESENTATIONS**

**1. SCOPE OF AGREEMENT**

- 1.1. Description of Lands — The lands affected by this Agreement are the lands described in Schedule "A" hereto annexed.
- 1.2. Conformity with Agreement — The Developer covenants and agrees that no work shall be performed on the said lands except in conformity with:
- (a) The provisions of this Agreement, including the schedules hereinafter referred to and attached hereto;
  - (b) The Site Plan;
  - (c) All plans and specifications submitted to and accepted by the Town as being within their design criteria, including those plans and specifications referenced in Schedule "B" hereto (the "Approved Plans");
  - (d) All applicable Municipal By-laws including any applicable Site Plan Control By-laws; and
  - (e) All applicable Provincial and Federal Legislation
- 1.3. Reliance upon Representations — The Developer acknowledges that:
- a) It has made representations to the Town that it will complete all municipal and other works required herein in accordance with the Site Plan and Approved Plans filed and accepted by the Town and others, and;
  - b) The Town has entered into this Agreement in reliance upon these representations.
- 1.4. Scheduled Attachments — The following schedules are attached to, and form part of, this Agreement:
- |              |   |
|--------------|---|
| Schedule "A" | Description of Lands                            |
| Schedule "B" | Site Plan                                       |
| Schedule "C" | Cash Deposits, Development Charges and Security |
| Schedule "D" | Approved Plans                                  |
- 1.5. Any Plans attached to this Agreement or incorporated by reference shall also be provided to the Town digitally in a format compatible with AutoCAD.

1.6 Development Changes

- 1.6.1. There shall be no changes in the Schedules attached hereto, or to any plan accepted by the Town, or others, unless such proposed changes have been submitted to, and accepted by, the Town.
- 1.6.2. The Developer acknowledges that if any approvals required under this Agreement are obtained subsequent to the execution of this Agreement the Town may require the Developer to enter into an amended Agreement to incorporate any conditions, changes or requirements relating to such approvals. No Conditional building permit will be closed, until the Amending Agreement is registered on title to the said lands. This provision may not apply for a Demolition Permit.

**PART— 2**  
***SIGNING BY MUNICIPALITY— CONDITIONS PRECEDENT***

2. CONDITIONS PRIOR TO THE EXECUTION OF THE AGREEMENT BY THE TOWN

- 2.1. Prior to the execution of this Agreement by the Town, the Developer shall:
- a) Land Ownership — be the registered owner in fee simple of the lands described in Schedule "A" against which there will be no encumbrances registered in priority to this Agreement.
  - b) Taxes — have paid all municipal tax bills issued and outstanding on the said lands;
  - c) Cash Deposits & Security — have paid to the Town all cash and security required by Schedule "C" attached;
  - d) Construction/Engineering Plans & Specifications — have supplied to the Municipality those plans and specifications necessary to identify the construction/engineering aspects of the proposed development and have received, from the Town, an acknowledgement of conformity with general design concepts of the Town;
  - e) Liability Insurance Certificate — have filed with the Town an insurance certificate confirming those coverages specifically set out in this Agreement;
  - f) Fire Department Approval — have filed a letter from the Fire Prevention Officer of the Town confirming and approving of the proposed plans for fire protection, and specifying any hydrants, or other equipment or appurtenances required;

**PART — 3**  
**INTERNAL SERVICES**

**3. INTERNAL SERVICES TO BE CONSTRUCTED BY DEVELOPER**

- 3.1. The Developer will construct and install at its expense all required private internal services in accordance with the Approved Plans and to the standards, specifications and requirements of the Town and all applicable government agencies, all as shown on the Site Plan(s) attached as Schedule "B" hereto (the "Internal Services"). The internal services to be constructed include the following:
- (a) storm water management
  - (b) site servicing
  - (c) system is to be safety tested prior to use and maintained by the owner
- 3.2. All Internal Services to be constructed by the Developer shall be confirmed by the Chief Building Official of the Town.
- 3.3. The Developer agrees to maintain, repair and when necessary replace the Internal Services, including the landscape works, so that they will at all times be in good working order and in conformity with the terms of this Agreement. If, in the opinion of the Municipality, the Developer is not complying with the terms of this paragraph then either of the Municipalities, its servants, agents or subcontractors shall have the right to enter upon the said lands and carry out any work, at the expense of the Developer, necessary to maintain, repair or if necessary replace the said Internal Services. For greater certainty and without limiting the generality of the foregoing, the maintenance of the storm water management and site servicing.
- 3.4. Without limiting the foregoing, the Developer agrees to maintains a Fire Route on the said land



***PART — 4***  
***BUILDING PERMITS***

**4. BUILDING PERMITS — CONDITIONS PRIOR TO ISSUANCE**

- 4.1. Eligibility for Building Permits — the Developer further covenants and agrees that it, or any person claiming title through or from it, or under its or their authority, will not require or obtain, one or more Building Permits to construct buildings on the said lands until the following have been complied with:
- a) By-Laws, etc. — there is compliance with the Town's building bylaw, its site plan control bylaw, and the provisions of this Agreement;
  - b) Execution of Agreement — this Site Plan Agreement has been executed by the Municipality, and the Agreement has been registered against title to the said lands; Any Conditional permits issued shall not be closed until such time as the Execution of Agreement.
  - c) Demolition Permit — notwithstanding the foregoing a Demolition Permit may be issued prior to Site Plan approval as determined by the Chief Building Official.
- 4.2. Development Charges — upon applying for a Building Permit and prior to the issuance thereof the Developer shall submit payment by certified cheque or bank draft of the appropriate development charges relating to the Project.
- 4.3. Documentation to Accompany Building Permit Application — on any application for a Building Permit, and prior to the issuance thereof, the owner, or their agent, shall submit the following to the Chief Building Official:
- (a) Architectural and/or engineering Plans and Specifications with respect to the following aspects of this Project: may be required.
    - i. architectural plans,
    - ii. structural plans,
    - iii. mechanical/electrical plans,
    - iv. culverts or curb cuts,
    - v. exterior finish,
    - vi. traffic signs,
    - vii. a complete electrical distribution system including transformers,
    - viii. parking and internal traffic patterns,
    - ix. a plan showing existing and proposed final elevations and contours referring to a geodetic bench mark, showing area drainage, right-of-way drainage, finished first floor elevations.

**PART — 5**  
**GENERAL PROVISIONS**

**5. CASH DEPOSITS, DEVELOPMENT CHARGES AND SECURITY**

- 5.1. The Developer shall lodge with the town, those cash deposits, development charges and security more particularly described in Schedule "C", and at the dates specified therein.

**6. EXPENSES TO BE PAID BY DEVELOPER**

- 6.1. Every provision of this Agreement by which the Developer is obligated in any way shall be deemed to include the words "at the expense of the Developer" unless the context otherwise requires.
- 6.2. The Developer specifically agrees to be responsible for any costs, expenses and obligations arising from any Permits or Approvals which the Developer is required to obtain in order to construct the Project.
- 6.3. The Developer shall pay such reasonable fees as may be invoiced to the Town by their Solicitor in connection with all work to be performed as a result of the provisions of this Agreement.
- 6.4. All expenses for which demand for payment has been made by either of the Town, shall bear interest at the rate of 1.25% per month commencing 30 days after demand is made.
- 6.5. In the event that the expenses of the Town exceeds the amount of the cash deposits or security set out in Schedule "C" attached, the Developer shall pay such excess charges within 30 days after demand by the Town.
- 6.6. In the event that the Town finds it is necessary to engage the services of an engineer, landscape architect or technical personnel not permanently employed by the Town, to review the plans of the Developer and/or carry out on-site inspections of the work performed, the Town will advise the Developer accordingly of this need, and the costs of such outside engineers, landscape architects or other technical personnel so engaged shall be the responsibility of the Developer. The Town may require a deposit for this purpose.

**7. REGISTRATION OF SITE PLAN AGREEMENT**

- 7.1. The Developer consents to the registration of this Agreement by the Town.
- 7.2. The Developer further agrees to execute such further and other Instruments and Documents as may reasonably be required by the Town for the purpose of giving priority of registration to this Agreement.

**8. CONSTRUCTION, COMMENCEMENT AND COMPLETION**

The Developer agrees to complete all Internal Services within 18 months from the date of the registration of this Agreement.

- 8.1. If the Internal Services to be constructed by the Developer under this Agreement, if any, are not completed and accepted by the Town within the above time frames, the Town may either:
- (a) give notice to the Developer to stop work on the said Services and to provide that no further work shall be done with respect to such services until an Amending Agreement, incorporating the Standards,

Specifications and financial requirements of the Town, in effect as of that date, is executed by all parties; or

- (b) give notice to the Developer to stop work on the Services and inform the Developer that the Municipality proposes to realize on its security and proceed with all or part of the construction in accordance with the provisions of the Approved Plans filed with the Municipality.

## **9 EMERGENCY SITUATION**

- 9.1. If, as a result of any work undertaken or not completed by the Developer, its servants, or agents, there exists in the opinion of the Chief Building Official an emergency situation which requires immediate attention to avoid damage to private or public property, or services owned by the Town, such work may be done immediately by the Town at the expense of the Developer, but notice shall be given to the Developer at the earliest possible time.

## **10. ATTACHED SCHEDULES**

- 10.1. It is agreed that everything included in this Agreement and the Schedules attached thereto, together with all engineering drawings, plans and undertakings filed by the Developer and accepted by the Town, or by any Ministry of the Government shall be included in, and form part of, this Agreement.
- 10.2. The Plans incorporated by reference as Schedules in this Agreement are copies of the original plans filed and accepted by the Town. Where uncertainty exists as to the content or accuracy of these exhibits, the reader should refer to the full-scale drawings filed with the Town.

## **11. INDEMNIFICATION FROM LIABILITY AND RELEASE**

- 11.1. The Developer covenants and agrees with the Municipality, on behalf of itself, its successors and assigns, to indemnify and save harmless the Municipality, its servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of any work performed by the Developer or on his behalf in connection with the carrying out of the provisions of this Agreement, or by reason of the Developer's failure to perform any of the works required hereunder.
- 11.2. The Developer further covenants and agrees to release and forever discharge the Municipality from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the said lands or the adjacent properties which may damage or interfere with the works of the Developer, or, as a result of the Municipality entering upon the said lands for the purpose of correcting any default of the Developer, provided that any personal injury or property damage was not caused as a result of negligence on the part of the Town, its servants or agents.

Appendix “A” – BY-LAW 43-2021  
SITE PLAN AGREEMENT –  
Grant Castle Corporation, 220 Churchill Road West Prescott, Ontario

By the Developer on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_

By the Town on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

The Corporation of the Town of Prescott  
Per: \_\_\_\_\_

Appendix “A” – BY-LAW 43-2021  
SITE PLAN AGREEMENT –  
Grant Castle Corporation, 220 Churchill Road West Prescott, Ontario

**SCHEDULE 'A'**

**TO AN AGREEMENT DATED: xxx \_\_\_\_, 2021**

**LEGAL DESCRIPTION:** Being the lands described as Plan 19 Blk 15 Pt Lot M and;  
2 to 4 RP 15R 11754 Part 2, in the Town of Prescott.

Appendix “A” – BY-LAW 43-2021  
SITE PLAN AGREEMENT –  
Grant Castle Corporation, 220 Churchill Road West Prescott, Ontario

**SCHEDULE 'B'**

**TO AN AGREEMENT DATED [MONTH] [DATE], [YEAR]**

**SITE PLAN**

**Site Plan**

**The C201** drawing prepared by LRL Engineering, Revision 03, dated September 1, 2021, is hereby incorporated by reference and forms a part of this Agreement.





part 1  
15r-6673

REGISTERED

part 2  
plan 15r - 5979  
pin 68164 - 0144

No. 900 (Industrial Road) Storey Brick & Concrete Sided Building (Noted)

PROPOSED PYLON SIGN  
DETAIL SIGN INFO TO BE  
PROVIDED WHEN APPLYING  
FOR SIGN PERMIT

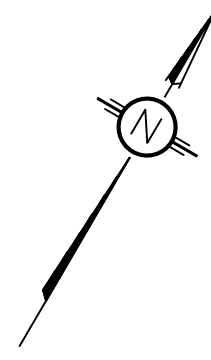
BLOCK

EAST

LOT

pin 68164 - 0166

part 1  
plan 15r - 11754



DETAILS OF DEVELOPMENT		
DATA	REQUIRED	PROVIDED
SETBACKS	ZONING	GENERAL COMMERCIAL (C1)
	FY	6.0m
	RY	9.0m
	INT.SY	0.0m
	EXT.SY	9.0m
NET LOT AREA ( sqm )	3,014sqm	
LOT COVERAGE	60% (MAX)	6.3% (CARDLOCK)
BUILDING HEIGHT	10.5m (MAX)	5.25m
GROSS FLOOR AREA	N/A	
No. of UNITS	1	
LOADING SPACES	N/A	N/A
PARKING:	1	1
No. OF STOREYS	1	
OTHER:		

### LEGEND:

- EXISTING PROPERTY LINE TO REMAIN
- PROPOSED CURB
- PROPOSED DEPRESSED CURB
- PROPOSED TERRACING (3.1 MAX.)
- PROPOSED SILT FENCE AS PER OPSD 219.110
- PROPOSED FENCE
- PROPOSED DOOR ENTRANCE/EXIT
- PROPOSED GRASS AREA (100mm TOP SOIL & SOD)
- PROPOSED CONCRETE FEATURES/SLAB
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED LIGHT DUTY ASPHALT
- PROPOSED RIP RAP
- PROPOSED ELEVATION
- PROPOSED HIGH POINT ELEVATION
- PROPOSED SWALE ELEVATION
- PROPOSED BOTTOM OF CURB / ASPHALT ELEVATION
- PROPOSED TOP OF CURB ELEVATION
- PROPOSED EXPOSED BOTTOM OF RETAINING WALL
- PROPOSED TOP OF RETAINING WALL
- MATCH INTO EXISTING ELEVATION
- EXISTING ELEVATION
- PROPOSED OVERLAND MAJOR FLOW ROUTE
- PROPOSED 100mmØ PERFORATED SUBDRAIN
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING GAS LINE
- EXISTING MANHOLE
- EXISTING CATCHBASIN
- PROPOSED CATCHBASIN-MANHOLE/CATCHBASIN
- PROPOSED MANHOLE
- PROPOSED CURB STOP
- PROPOSED PIPE INSULATION
- PROPOSED 100 YEAR HIGH WATER LEVEL
- PROPOSED 5 YEAR HIGH WATER LEVEL
- STORM WATERSHED EXTENT
- WATERSHED NAME
- RUNOFF COEFFICIENT
- AREA IN HECTARES

GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION ARE PART OF THE CONTRACT DOCUMENTS AND DISCLOSE USE AND INTENT OF THE DRAWING. THE CONTRACT DOCUMENTS INCLUDE NOT ONLY THE DRAWINGS, BUT ALSO THE OWNER-CONTRACTOR AGREEMENTS, CONDITIONS OF THE CONTRACT, THE SPECIFICATIONS, ADDENDA, AND MODIFICATIONS ISSUED AFTER EXECUTION OF THE CONTRACT. THESE CONTRACT DOCUMENTS ARE COMPLEMENTARY AND WHAT IS REQUIRED BY ANY ONE SHALL BE BINDING AS IF REQUIRED BY ALL. WORK NOT COMPLETELY DELINEATED HEREON SHALL BE CONSTRUCTED OF THE SAME MATERIALS AND DETAIL SIMILARLY AS WORK SHOWN MORE COMPLETELY ELSEWHERE IN THE CONTRACT DOCUMENTS.

BY USE OF THE DRAWINGS FOR CONSTRUCTION OF THE PROJECT, THE OWNER CONFIRMS THAT HE HAS REVIEWED AND APPROVED THE DRAWINGS. THE CONTRACTOR CONFIRMS THAT HE HAS VISITED THE SITE, FAMILIARIZED HIMSELF WITH THE LOCAL CONDITIONS, VERIFIED FIELD DIMENSIONS AND CORRELATED HIS OBSERVATIONS WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.

AS INSTRUMENTS OF SERVICE, ALL DRAWINGS, SPECIFICATIONS, CAD FILES OR OTHER ELECTRONIC MEDIA AND COPIES THERE OF FURNISHED BY THE ENGINEER ARE HIS PROPERTY. THEY ARE TO BE USED ONLY FOR THIS PROJECT AND ARE NOT TO BE USED ON ANY OTHER PROJECT, INCLUDING REPEATS OF THE PROJECT. CHANGES TO THE DRAWINGS MAY ONLY BE MADE BY THE ENGINEER.

UNLESS THE REVISION TITLE IS "ISSUED FOR CONSTRUCTION", THESE DRAWINGS SHALL BE CONSIDERED PRELIMINARY AND SHALL NOT BE USED AS A CONSTRUCTION DOCUMENT.

THESE DRAWINGS ILLUSTRATES THE WORK TO BE DONE. THE ENGINEER IS NOT RESPONSIBLE FOR THE MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES USED TO DO THE WORK, OR THE SAFETY ASPECTS OF CONSTRUCTION, AND NOTHING ON THESE DRAWINGS EXPRESSED OR IMPLIED CHANGES THIS CONDITION. CONTRACTOR SHALL DETERMINE ALL CONDITIONS AT THE SITE AND SHALL BE RESPONSIBLE FOR KNOWING HOW THEY AFFECT THE WORK. SUBMITTAL OF A BID TO PERFORM THIS WORK IS A KNOWLEDGE OF THE RESPONSIBILITIES, AND THAT THEY HAVE BEEN FULLY CONSIDERED IN PLANNING OF THE WORK, AND THE BID PRICE. NO CLAIMS FOR EXTRA CHARGES DUE TO THESE CONDITIONS WILL BE FORTHCOMING.

UNAUTHORIZED CHANGES:

IN THE EVENT THE CLIENT, THE CLIENT'S CONTRACTORS OR SUBCONTRACTORS, OR ANYONE FOR WHOM THE CLIENT IS LEGALLY LIABLE MAKES OR PERMITS TO BE MADE ANY CHANGES TO ANY REPORTS, PLANS, SPECIFICATIONS OR OTHER CONSTRUCTION DOCUMENTS PREPARED BY LRL ASSOCIATES LTD. (LRL) WITHOUT OBTAINING LRL'S PRIOR WRITTEN CONSENT, THE CLIENT SHALL ASSUME FULL RESPONSIBILITY FOR THE RESULTS OF SUCH CHANGES. THEREFORE THE CLIENT AGREES TO WAIVE ANY CLAIM AGAINST LRL AND TO RELEASE LRL FROM ANY LIABILITY ARISING DIRECTLY OR INDIRECTLY FROM SUCH UNAUTHORIZED CHANGES.

IN ADDITION, THE CLIENT AGREES, TO THE FULLEST EXTENT PERMITTED BY LAW, TO INDEMNIFY AND HOLD HARMLESS LRL FROM ANY DAMAGES, LIABILITIES OR COST, INCLUDING REASONABLE ATTORNEY'S FEES AND COST OF DEFENSE, ARISING FROM SUCH CHANGES.

IN ADDITION, THE CLIENT AGREES TO INCLUDE IN ANY CONTRACTS FOR CONSTRUCTION APPROPRIATE LANGUAGE THAT PROHIBITS THE CONTRACTOR OR ANY SUBCONTRACTORS OF ANY TIER FROM MAKING ANY CHANGES OR MODIFICATIONS TO LRL'S CONSTRUCTION DOCUMENTS WITHOUT THE PRIOR WRITTEN APPROVAL OF LRL AND THAT FURTHER REQUIRES THE CONTRACTOR TO INDEMNIFY BOTH LRL AND THE CLIENT FROM ANY LIABILITY OR COST ARISING FROM SUCH CHANGES MADE WITHOUT SUCH PROPER AUTHORIZATION.

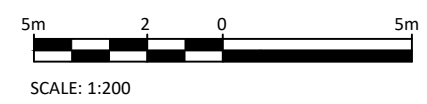
GENERAL NOTES:

EXISTING SERVICES AND UTILITIES SHOWN ON THESE DRAWINGS ARE TAKEN FROM THE BEST AVAILABLE RECORDS, BUT MAY NOT BE COMPLETE OR TO DATE. CONTRACTOR SHALL VERIFY IN FIELD FOR LOCATION AND ELEVATION OF PIPES AND CHECK WITH THE UTILITY COMPANIES BEFORE DIGGING OR PERFORMING WORK.

CONTRACTOR IS ADVISED TO COLLECT INFORMATION ON SOIL CONDITIONS BEFORE START OF CONSTRUCTION.

THE ENGINEER WAIVES ANY AND ALL RESPONSIBILITY AND LIABILITY FOR PROBLEMS WHICH ARISE FROM FAILURE TO FOLLOW THESE PLANS, SPECIFICATIONS AND THE DESIGN INTENT THEY CONVEY, OR FOR PROBLEMS WHICH ARISE FROM OTHERS' FAILURE TO OBTAIN AND/OR FOLLOW THE ENGINEER'S GUIDANCE WITH RESPECT TO ANY ERRORS, OMISSIONS, INCONSISTENCIES, AMBIGUITIES OR CONFLICTS WHICH ARE ALLEGED.

CONTRACTOR TO VERIFY ALL DIMENSIONS AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES BEFORE WORK COMMENCES. DO NOT SCALE DRAWINGS.



03	ISSUED FOR APPROVAL	M.L.	01 SEP 2021
02	ISSUED FOR APPROVAL	M.L.	06 AUG 2021
01	ISSUED FOR APPROVAL	M.L.	28 MAY 2021

No.	REVISIONS	BY	DATE
-----	-----------	----	------



NOT AUTHENTIC UNLESS SIGNED AND DATED



**LRJ**  
ENGINEERING | INGENIERIE  
5430 Canotek Road | Ottawa, ON, K1J 9G2  
www.lrl.ca | (613) 842-3434

CLIENT

MACEWEN PETROLEUM INC.

DESIGNED BY:	DRAWN BY:	APPROVED BY:
M.L.	M.L.	M.B.

PROJECT

220 CHURCHILL RD WEST  
PRESCOTT, ON

DRAWING TITLE

SITE DEVELOPMENT PLAN

PROJECT NO.	200522
DATE	MARCH 2021

C201



Appendix “A” – BY-LAW 43-2021  
SITE PLAN AGREEMENT –  
Grant Castle Corporation, 220 Churchill Road West Prescott, Ontario

**SCHEDULE “C”**

**TO AN AGREEMENT DATED: \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_.**

**FEES AND DEVELOPMENT SECURITY**

**Cash Requirements**

<b>Town’s Administrative Fees</b>	<b>Nil</b>
<b>Town’s Legal fees and Disbursements</b>	<b>Nil</b>
<b>Town’s Engineering Fees</b>	<b>Nil</b>
<b>Town’s Planning Fees</b>	<b>\$1,500</b>
<b>Town’s Landscaping</b>	<b>Nil</b>
<b>Cash-in-lieu of Parkland</b>	<b>Nil</b>
<b>Development Charges</b>	<b>Nil</b>
<b>Total Cash Requirements</b>	<b>\$1,500</b>

**Note: Building Permit and building permit deposit are not included in the above amounts but are payable as per the building permit bylaw and fee structure.**



**SCHEDULE 'D'**

**TO AN AGREEMENT DATED [MONTH] [DATE], [YEAR]**

**APPROVED PLANS**

The following plans have been reviewed and subsequently used to evaluate this development. Copies of these plans are available at Town Hall.

**Servicing and Stormwater Management Report**

The Servicing and Storm Water Management Report, LRL File No. 200522 Revision 02, dated September 1, 2021 by LRL Engineers, Signed and Stamped by Mohan Basnet, Professional Engineer.

**Geotechnical Investigation**

The geotechnical investigation LRL File No. 200522, dated March 2021, by LRL Engineers, Signed and Stamped by Brad Johnson, Professional Engineer.

**Canopy Steel Plan**

The Canopy Steel Plan CS1, CS2, CS3, CS4, and CA1, dated May 2021, by JJJ Engineering, Signed and Stamped by J. Luchanko, Professional Engineer.

**Cardlock Development Information**

The Cardlock Development Information C001, C101, C102, C201, C301, C401, C601, C701, C702, C901, Revision 03, dated September 1, 2021, by LRL Engineers, Signed and Stamped by Mohan Basnet, Professional Engineer.

**Phase One Environmental Site Assessment**

The Phase One Environmental Site Assessment Report LRL File No. 200522, dated March 2021, by LRL Engineers, Reviewed and Signed by Jessica Arthurs Associate, Senior Technician.

**Light Plan**

The Lighting Plan, Drawing Number RL-7419-S1, dated June 6, 2021.

**Traffic Opinion Letter**

The Traffic Opinion Letter Project No: 2031-5856, dated May 28, 2021 by C.F. Crozier & Associates Inc., Signed by Alexander J.W. Fleming, Professional Engineer.



## **Proclamation October 11, 2021 International Day of the Girl**

**WHEREAS** the United Nations has declared October 11<sup>th</sup> as International Day of the Girl; and

**WHEREAS** there is growing recognition around the globe that support for girls and equality is the key to healthy communities; and

**WHEREAS** the Day of the Girl is about highlighting, celebrating, discussing, and advancing girls' lives and opportunities across the globe; and

**WHEREAS** declarations of support raise awareness about the importance of the International Day of the Girl and the issues faced by girls.

**WHEREAS** organizations like Girls Inc. work with hundreds of girls every year to inspire them to be strong, smart, and bold leaders and advocates for equality; so that girls can live, work and be safe in their communities and their futures; and

**WHEREAS** Girls Incorporated of Upper Canada focuses on the development of the whole girl, to learn to value herself, take risks, and equips girls to navigate gender, economic, and social barriers and grow up healthy, educated, and independent; and

**NOW THEREFORE**, the Council of the Corporation of the Town of Prescott does hereby proclaim October 11, 2021, as International Day of the Girl in the Town of Prescott.

Dated this 4<sup>th</sup> day of October 2021.

---

W. Brett Todd, Mayor



## **Proclamation October 17 – 23, 2021 Ontario Public Library Week**

**WHEREAS** Canada's libraries are partners in fostering lifelong learning, they play a vital role in helping Canadians of all ages access the information and tools that they need to live, learn and work; and

**WHEREAS** Canada's libraries help Canadians develop the skills required to find and evaluate information in order to adapt and succeed in a knowledge-based economy; and

**WHEREAS** Canadian libraries bolster economic prosperity by providing access to essential decision-making information for organizations and businesses; and

**WHEREAS** libraries in Canada enhance the quality of life for all Canadians, and help ensure that Canadian culture continues to flourish and thrive;

**THEREFORE**, the Council of the Corporation of the Town of Prescott does hereby designate October 17-23, 2021, as Ontario Public Library Week and encourages the residents of Prescott to use the Prescott Public Library during Ontario Public Library Week - October 17-23, 2021 under the theme One Card, One Million Possibilities.

Dated this 4<sup>th</sup> day of October, 2021.

---

W. Brett Todd, Mayor



## **Proclamation October 3 – 9, 2021 Fire Prevention Week**

**WHEREAS** Prescott is committed to ensuring the safety and security of all those living in and visiting Prescott; and

**WHEREAS** Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

**WHEREAS** Smoke alarms detect smoke well before you can, alerting you to danger in the event of fire in which you may have just seconds to escape safely. Working smoke alarms save lives by providing early warning of fire so you and your family can safely escape; and

**WHEREAS** Prescott residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond. Residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

**WHEREAS** Prescott residents will make sure their smoke and carbon monoxide alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

**WHEREAS;** Prescott Fire Department is dedicated to reducing the occurrence of home fires and home fire injuries through prevention and public fire safety education; and

**WHEREAS;** Prescott's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

**WHEREAS;** The 2021 Fire Prevention Week theme, "Learn the Sounds of Fire Safety™," effectively serves to remind us it is important to learn the different sounds of smoke and carbon monoxide alarms.

**THEREFORE**, the Council of the Corporation of the Town of Prescott does hereby designate October 3 - 9, 2021, as Fire Prevention Week and encourages the residents of Prescott to “Learn the Sounds of Fire Safety™” and to support the many public safety activities and efforts of the Prescott Fire Department.

Dated this 4<sup>th</sup> day of October, 2021.

---

W. Brett Todd, Mayor

**THE CORPORATION OF THE  
TOWN OF PRESCOTT**

---

**BY-LAW NO. 44-2021**

**A BY-LAW TO ADOPT THE PROCEEDINGS OF THE COUNCIL  
MEETING HELD ON OCTOBER 4, 2021**

---

**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 THE 4<sup>th</sup> DAY OF OCTOBER, 2021.**

---

**Mayor**

---

**Clerk**