



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, October 3, 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, Lindsey Veltkamp, Director of Administration/Clerk

---

**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 214-2022

Moved By McConnell

Seconded By Burton

That the agenda for the Council meeting of October 3, 2022 be approved as amended.

Carried

The agenda was amended by moving Item 12.1 - Staff Report 96-2022 - Bill 3 - Strong Mayors, Building Homes Act, 2022 to follow Item 12.3 - Staff Report 98-2022 - Appointment of Staff Person for the Approval of Site Plan Control Agreements.

**3. Declarations of Interest**

Mayor Todd declared a Conflict on Item # 8 - Consent Reports, Item #12.1 - Staff Report 96-2022 - Bill 3, Strong Mayors, Building Homes Act, 2022, and Item # 13 - Resolutions.

**4. Presentations**

There were no presentations.

**5. Delegations**

There were no delegations.

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

**6.1 September 20, 2022**

Motion 215-2022

Moved By Young  
Seconded By Shankar

That the Council minutes dated September 20, 2022, be accepted as presented.

Carried

## **7. Communications & Petitions**

### **7.1 South Grenville District High School - Student Leadership Conference Sponsorship**

Lindsey Veltkamp, Director of Administration/Clerk, spoke to the request.

Matthew Armstrong, CAO/Treasurer, referenced the remaining funds in the Community Grants allocation.

Discussion was held regarding donating the remaining funds, and the partnership with South Grenville District High School and students.

Motion 216-2022

Moved By Young  
Seconded By Jansman

That Council approve the donation of \$2,650 from the 2022 Community Grant Allocation to assist South Grenville District High School on their upcoming Student Leadership Conference.

Carried

Further discussion was held regarding the budgeted amounts for conferences and the unused funds allocated for conferences not being used over the past few years.

## **8. Consent Reports**

Motion 217-2022

Moved By Shankar  
Seconded By McConnell

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

Carried

Mayor Todd vacated the chair at 6:12 p.m.

Deputy Mayor Young assumed the chair at 6:12 p.m.

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

1. Municipality of Grey Highlands resolution of support re: Increased Speeding Fines
2. Municipality of Brighton resolution of support re: Streamlining Legislation for Physicians

**8.2 Municipality of Brighton Resolution - Changes to Healthcare System**

Recommended Motion:

That the resolution of support from the Municipality of Brighton be received; and

That Council of the Town of Prescott supports the resolution; and

That this motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Minister of Health, Honourable MPP Steve Clark, the Association of Municipalities of Ontario (AMO), and all municipalities in Leeds and Grenville.

Deputy Mayor Young vacated the chair at 6:15 p.m.

Mayor Todd assumed the chair at 6:15 p.m.

**9. Committee Reports**

There were no committee reports.

**10. Mayor**

Mayor Todd had nothing to report under the item.

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

Councillor Burton had nothing to report.

Councillor Jansman had nothing to report.

Councillor McConnell had nothing to report.

Councillor Ostrander had nothing to report.

Councillor Shankar had nothing to report.

Councillor Young spoke to his attendance at a recent St. Lawrence Lodge Committee of Management and the Grenville Communities Future Development Annual General Meeting.

Discussion was held regarding staffing and recruitment at the St. Lawrence Lodge.

Mayor Todd spoke to the upcoming Tri-Council meeting with a tentative date of October 12, 2022 at the Prescott Fire Hall.

**12. Staff**

**12.1 Staff Report 97-2022 - Electronic Monitoring of Employees**

Motion 218-2022

Moved By Burton

Seconded By Young

That Council approved the Electronic Monitoring of Employees Policy as presented in Staff Report 97-2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the requirements of the legislation, the current monitoring and tracking of

staff. He spoke to the required implementation date, past meetings with local area CAO's, and the basis of the suggested policy.

Discussion was held regarding the policy name, the requirement of the municipality to disclose what is being monitored, and the intent of the policy regarding what information is monitored.

Further discussion was held regarding the use of the information to monitor against claims, the benefit of collaboration with local municipalities, and use of the information in certain situations.

## **12.2 Staff Report 98-2022 - Appointment of Staff Person for the Approval of Site Plan Control Agreements**

Motion 219-2022

Moved By Jansman

Seconded By Burton

That Council direct Staff to prepare and bring forward a By-Law to the Council meeting of October 17, 2022, to appoint the Chief Administrative Officer as the Staff Person with the Approval Authority for Site Plan Control Agreements between the Town of Prescott and developers and authorize the Mayor and Clerk to sign Approved Site Plan Control Agreements.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to Bill 109 and the process of Site Plan Approvals. He referenced discussions at a recent CAO's meeting and the current process for approving Site Plan Agreements.

Mr. Armstrong outlined the changes in the process and aspects of the process that would remain the same. He referenced the review process, the ongoing team approach, and the requirement of the appointment.

Discussion was held regarding the role of the Planning Advisory Committee, the concern regarding the removal of Council from the process, the continuation of including the Planning Advisory Committee and Council, and the purpose of the appointment.

Further discussion was held regarding concerns with future changes in staff, the requirement to appoint an individual, and the timeline for the implementation, and the option of naming multiple individuals.

Mayor Todd vacated his seat at 6:51 p.m.

Councillor Young assumed the chair at 6:51 p.m.

### **12.3 Staff Report 96-2022 - Bill 3 -Strong Mayors, Building Homes Act, 2022**

Deputy Mayor Young introduced the item.

Discussion was held regarding the Act, and the democratic process involved with electing members of Council.

Motion 220-2022

Moved By McConnell

Seconded By Jansman

That the Council of the Town of Prescott direct staff to prepare a resolution expressing its views regarding Bill 3 - Strong Mayors, Building Homes Act, and

That a copy of the resolution be brought back to the Council meeting of October 17, 2022 for final consideration and approval.

Carried.

## **13. Resolutions**

### **13.1 Bill 109, More Homes for Everyone Act, 2022**

Motion 221-2022

Moved By Shankar

Seconded By Jansman

WHEREAS the Town of Prescott is in receipt of the resolution from the Township of Puslinch and the Town of East Gwillimbury, requesting the Government of Ontario to revisit the provisions of Bill 109 and work with all stakeholders, including municipalities represented by the Association of Municipalities of Ontario to deliver legislation that allows municipalities to

plan, grow and deliver communities that adhere to local, provincially-approved Official Plans, rather than strict statutory timelines; and

WHEREAS the municipality agrees that the setting of timelines for planning applications to be processed and brought forward to the appropriate approval authority for consideration and decision will help to shorten the process to get developments started sooner; and

WHEREAS the Town of Prescott aims to have Rezoning and Combined Official Plan Amendment and Rezoning Applications decided on by the appropriate Committee within 45 days and to Council within 60 days; and

WHEREAS Site Plan Applications and Plans of Subdivision under the Provincial Policy Statement require a broad list of plans and studies; and

WHEREAS the plans and studies are peer reviewed by the municipality which often requires several versions to be resubmitted before the comments, questions, and concerns are resolved; and

WHEREAS the municipality has no control over how long an applicant takes to resubmit their plans and studies for further review; and

WHEREAS the municipality may not always be the review authority for some plans and studies that require Provincial or Regional Body approval which the municipality has not control over the time it takes for review;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Prescott requests that Government of Ontario revisit the provisions of Bill 109 and work with all stakeholders, including municipalities represented by the Association of Municipalities of Ontario to deliver legislation that does not hold a municipality responsible for delays in the planning application review process for actions that are beyond their control; and

THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, Honourable MPP Steve Clark, the Minister of Municipal Affairs and Housing, Association of Municipalities of Ontario (AMO), and all municipalities in Leeds and Grenville.

Carried

Discussion was held regarding the valid points to Bill 109, the concerns of the Bill, and local municipalities opinions.

Deputy Mayor Young vacated the chair at 7:07 p.m.



Mayor Todd assumed the chair at 7:07 p.m.

**14. By-laws**

**14.1 Sale of Surplus Land - Development Drive**

Motion 222-2022

Moved By Ostrander

Seconded By Young

That By-Law 42-2022, being a by-law to authorize the sale of approximately 10 acres of land, located on Development Drive, immediately west of the Ontario Provincial Police Station by the Corporation of the Town of Prescott to 778581 Ontario Limited, 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. He provided background on the property, the intent of the development, and timeline for development.

Mr. Armstrong spoke to the type of development, the potential number of jobs, and future site plan control agreements to be brought forward.

Discussion was held regarding the developer and the potential to develop a media release regarding the development.

Further discussion was held regarding the buy back clause amount, and past and future agreements.

**15. New Business**

There was nothing under new business.

**16. Notices of Motion**

No notices of motion.

## **17. Mayor's Proclamation**

Mayor Todd read the Cadets Week Proclamation and proclaimed October 9 -15, 2022 as Fire Prevention Week in the Town of Prescott.

### **17.1 Fire Prevention Week**

Mayor Todd declared Cadet Week as and referenced the proclamation last week.

Mayor Todd declared October 9-15 as Fire Prevention Week in the Town of Prescott.

### **17.2 Ontario Public Library Week**

Mayor Todd proclaimed October 16-22, 2022 as Ontario Public Library Week in the Town of Prescott.

## **18. Period for Media Questions**

There were no questions from the media.

## **19. Closed Session**

Motion 223-2022

Moved By Shankar

Seconded By Burton

That Council move into Closed Session at 7:26 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (September 6, 2022)

19.2 Board Appointments

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

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

Carried

Motion 224-2022

Moved By Young

Seconded By Shankar

That Council resume in Open Session. (Time: 8:44 p.m.)

Carried

**20. Rise and Report**

During the Closed Session Council approved the Closed Session minutes and received information regarding Item 19.2 - Board Appointments.

**21. Confirming By-Law – 43-2022**

Motion 225-2022

Moved By Todd

Seconded By McConnell

That By-Law 43-2022, being a by-law to confirm the proceedings of the Council meeting held on Monday October 3, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**22. Adjournment**

Motion 226-2022

Moved By Shankar

Seconded By Jansman

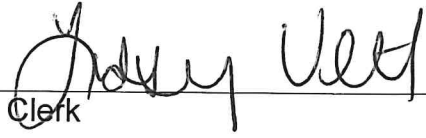
That the meeting be adjourned to Monday, October 17, 2022. (Time: 8:45 p.m.)

Carried

Mayor

A stylized, cursive handwritten signature in black ink, written over a horizontal line.

Clerk

A cursive handwritten signature in black ink, written over a horizontal line.