



**PRESCOTT TOWN COUNCIL  
MINUTES**

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

- Present** Mayor Brett Todd, Councillor Leanne Burton, Councillor Teresa Jansman, Councillor Lee McConnell, Councillor Ray Young
- Staff** Matthew Armstrong, CAO/Treasurer, Nathan Richard, Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief
- Guests** David Somppi, Chair Planet Youth Lanark County, Elaine Murkin, Manager, Healthy Living and Development Department, Leeds, Grenville & Lanark District Health Unit, Rebecca Kavanagh, Manager Leeds, Grenville & Lanark District Health Unit, and Kevin Clouthier, Co-Chair Lanark County Child and Youth Services.
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**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 6:05 p.m.

A moment of silence was observed in recognition of the tragedy that took place in James Smith Cree Nation and Weldon Saskatchewan.

## **2. Approval of Agenda**

Motion 192-2022

Moved By McConnell

Seconded By Young

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

Carried

## **3. Declarations of Interest**

No declarations of interest were expressed.

## **4. Presentations**

### **4.1 Planet Youth Presentation - David Sompii, Chair Planet Youth Lanark County**

David Somppi, Chair of Planet Youth Lanark County, spoke to a PowerPoint presentation. A copy of the presentation is held on file. He referenced the 4 domains of intervention, substance use in youth, and support from external agencies. He spoke to the impact of the COVID-19 pandemic for issuing surveys, and the opportunities for Leeds & Grenville municipalities.

Discussion was held regarding the revival of the Municipal Drug Strategy Committee with the Township of Edwardsburgh Cardinal and Township of Augusta and the potential to discuss the initiative at the upcoming Tri-Council Meeting.

Further discussion was held regarding Municipal Drug Strategy Committee, the data presented, and the importance of local data.

David Sompii, Kevin Clouthier, Rebecca Kavanagh, and Elaine Murkin left the meeting at 6:33 p.m.

**5. Delegations**

There were no delegations.

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

**6.1 August 22, 2022**

Motion 193-2022

Moved By Young

Seconded By Burton

That the Council minutes dated August 22, 2022, be accepted as presented.

Carried

**7. Communications & Petitions**

There were no items under communications & petitions.

**8. Consent Reports**

Motion 194-2022

Moved By Jansman

Seconded By Young

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

Carried

Councillors Jansman, McConnell, and Young spoke to Item # 2 - Town of Wasaga Beach resolution - re: Bill 3, Strong Mayors Bill, Building Homes Act.

Staff was directed to bring a report regarding Bill 3 back to a future Council meeting for discussion.

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

1. Brockville District Shrine Club Invitation – 100<sup>th</sup> Anniversary Banquet
2. Town of Wasaga Beach resolution re: Bill 3, Strong Mayors, Building Homes Act

### **9. Committee Reports**

There were no committee reports.

### **10. Mayor**

Mayor Todd thanked the Upper Canada Musicians for their Labour Day Concert held on Monday, September 5 and thanked Al Torrence. He spoke to the work done at the waterfront, beach, parks, and gardens and the draw for tourists.

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

Councillor Burton welcomed kids back to school, thanked staff and summer students for their work this season and wished them well in their school year. She spoke to Connect Youth's programming taking place at the Leo Boivin

Community Centre, the YMCA fitness programs, pickleball, the Brick Program at the Rotary Pavilion, and Commemorative Tree Program.

Councillor Jansman spoke to her attendance at the Upper Canada Folkfest event that took place on August 27.

Councillor McConnell spoke to the St. Lawrence Shakespeare Festival's season and referenced the positive compliments received regarding the Town.

Councillor Young spoke to his attendance at the St. Lawrence Lodge Committee of Management meeting, the upcoming Toll Road Fundraiser taking place on September 17, and the South Grenville Food Bank's 20th Anniversary Celebration event hosted by Nancy Casselman.

## **12. Staff**

### **12.1 Staff Report 83-2022 - Joint Compliance Audit Committee Appointments**

Motion 195-2022

Moved By McConnell

Seconded By Young

That Council receive Staff Report 83-2022 for information and direct Staff to bring the attached by-law to appoint members to a Joint Leeds & Grenville Election Compliance Audit Committee for the Town of Prescott for the Council term dated November 15, 2022, to November 14, 2026, to the Council meeting of September 19, 2022, for consideration and approval.

Carried

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

### **12.2 Staff Report 84-2022 - Project Updates - August 2022**

Nathan Richard, Director of Operations, spoke to the report. He highlighted the ongoing donations of sand from Ken Miller Excavating for

Kelly's Beach. He spoke to the updates at the arena, the reconstruction of Dibble Street East, and the updates to select intersections in town.

Discussion was held regarding accessible sidewalk access at Edward Street and Water Street, the need for accessible access on the corner of Water Street and East Street, and the option to pave the shoulder of the road along Churchill leading to the arena.

Further discussion was held regarding the progress of the arena, the potential scheduled opening for June of 2023, the next major milestones, the potential for a walkthrough for Council, and the condition of the retaining wall by the Wastewater Treatment Facility.

### **12.3 Staff Report 85-2022 - Purchase Fire Truck**

Motion 196-2022

Moved By Young

Seconded By Jansman

That Council direct Staff to proceed with the ordering of a Rosenbauer Rescue Pumper Vehicle as outlined in Staff Report 85-2022 to replace the current 1998 International 4900 Rescue Vehicle.

Carried

Renny Rayner, Fire Chief, spoke to the report. He provided a background on the planning process direction from Council, the retention of the rescue vehicle, the budget approval, the design of the vehicle, and the potential delivery date.

Matthew Armstrong, CAO/Treasurer spoke to the financial aspects of the report. He referenced the donation from the Prescott Fire Association and overview of the debt repayment.

Discussion was held regarding the size of the holding tank, the future standard operating guidelines for response and deployment, and use of the older truck.

Further discussion was held regarding the donation from the Prescott Fire Association, the benefit of factory made, the design of the pumper, the purchase of the past demo truck, and the allocation of the revenue from the vacant building registry.

#### **12.4 Staff Report 86-2022 - Ice Resurfacing Machine Purchase**

Motion 197-2022

Moved By Young

Seconded By McConnell

That Council approves the purchase of a new Ice Resurfacing machine for the new recreation complex at a cost of \$110,000 plus HST.

Carried

Nathan Richard, Director of Operations, spoke to the report. He referenced the sale of the old Zamboni to the Township of Edwardsburgh Cardinal and the need for a new ice resurfacing machine.

Mr. Richard spoke to the potential options reviewed by staff and the recommended ice resurfacing machine.

Discussion was held regarding the fundraising advertising on the ice resurfacing machine.

Further discussion was held regarding the use of an electric ice resurfacing machine, the standard lifespan, and the limited information available on the replacement and lifespan of electric ice resurfacing machines.

#### **12.5 Staff Report 87-2022 - Part-Time Administrative Support Position**

Motion 198-2022

Moved By Young

Seconded By Burton

That Council direct Staff to proceed with the recruitment of a Part-Time Administrative Support position.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the utilization of a summer student during the summer months and the benefit of having a part-time staff member to cover staff vacation and clerical projects from the Deputy Treasurer.

Mr. Armstrong spoke to the salary and wages of a summer student and the ability to offset the cost through the reduction of the legal budget.

Discussion was held regarding the opportunity to allow the CAO/Treasurer and Deputy Treasurer to focus on hire level tasks by hiring a part-time staff member.

#### **12.6 Staff Report 88-2022 - Bill 109 Resolution**

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the resolutions from the Township of Puslinch and Township of East Gwillimbury. He provided background on the resolutions, the concerns with site plan application review time period, and the specific impacts for the Town of Prescott.

Discussion was held regarding the creation of a resolution reflecting the concerns of the Council of the Town of Prescott.

Motion 199-2022:

Moved By Burton

Seconded By Young

That Staff be directed to bring back a resolution reflecting the Town of Prescott's concerns with Bill 109, More Homes for Everyone Act, 2022, to the Council meeting of September 19, 2022, for final consideration and approval.

Carried

#### **12.7 Staff Report 89-2022 - Development Charges Study**

Motion 200-2022

Moved By Young  
Seconded By Jansman

That Council direct Staff to proceed with the Development Charges Study using Calvin Pol of ComP Consultants at a cost of \$19,200 plus HST.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report.

Discussion was held regarding the development charges.

Further discussion was held regarding the development charges implemented in neighbouring municipalities, the potential issues surrounding the passing of development charges, and a review of the development charges for the Tri-Council.

**13. Resolutions**

There were no items under resolutions.

**14. By-laws**

There were no items under by-laws.

**15. New Business**

There was nothing under new business.

**16. Notices of Motion**

There were no items under notices of motion.

**17. Mayor's Proclamation**

**17.1 Rail Safety Week**

Mayor Todd proclaimed September 19-25th, 2022 as Rail Safety Week in the Town of Prescott.

**18. Period for Media Questions**

There were no questions from the media.

Council recessed at 8:22 p.m.

Council resumed at 8:32 p.m.

**19. Closed Session**

Motion 201-2022

Moved By McConnell

Seconded By Jansman

That Council move into Closed Session at 8:32 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (August 22, 2022)

19.2 Purchase & Sale

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

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

Carried

Motion 202-2022

Moved By Young  
Seconded By McConnell

That Council reconvene in Open Session. (Time: 8:53 p.m.)

Carried

**20. Rise and Report**

During the Closed Session Council approved Item 19.1 - Approval of the Closed Session Minutes and provided Staff with the following direction under Item 19.2 - Purchase and Sale.

Motion: McConnell, Burton

That Staff be directed to prepare the necessary by-law for the sale of approximately 17 acres of surplus lands located north of the CN Rail, south of Churchill Road, for the purposes of residential development; and

That the by-law be brought back to the meeting of September 19, 2022, for final consideration and approval.

Carried

Motion: Young, Burton

That Staff be directed to prepare the necessary by-law for the sale of 10 acres located north of Development Drive, immediately west of the OPP Station to 778581 Ontario Ltd; and

That the by-law be brought back to the Council meeting of September 19, 2022, for final consideration and approval.

Carried

**21. Confirming By-Law – 39-2022**

Motion 203-2022

Moved By Jansman  
Seconded By McConnell

That By-Law 39-2022, being a by-law to confirm the proceedings of the Council meeting held on September 6, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**22. Adjournment**

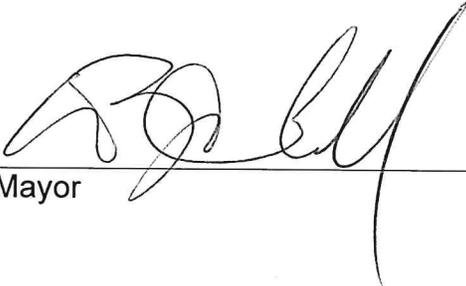
Motion 204-2022

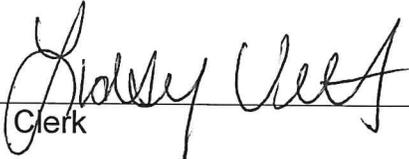
Moved By Young

Seconded By Jansman

That the meeting be adjourned to Monday, September 19, 2022. (Time:8:56 p.m.)

Carried

  
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Mayor

  
\_\_\_\_\_  
Clerk