



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, May 1, 2023
6:00 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present Mayor Gauri Shankar, Councillor Leanne Burton, Councillor Mary Campbell, Councillor Justin Kirkby, Councillor Ruth Lockett, Councillor Lee McConnell, Councillor Tracey 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

1. Call to Order

Mayor Shankar called the meeting to order at 6:00 p.m.

2. Approval of Agenda

Motion 96-2023

Moved By Young
Seconded By Lockett

That the agenda for the Council meeting of May 1, 2023, be approved as presented.

Carried

3. Declarations of Interest

There were no declarations of interest.

4. Presentations

There were no presentations.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 April 17, 2023

Motion 97-2023

Moved By Burton
Seconded By Campbell

That the Council minutes dated April 17, 2023, be accepted as presented.

Carried

7. Communications & Petitions

There were no items under communications & petitions.

8. Consent Reports

Motion 98-2023

Moved By McConnell

Seconded By Kirkby

That all items listed under the Consent Reports section of the agenda be accepted as presented, save and except Item 8.1(4,5,7, & 8).

Carried

8.1 Information Package (under separate cover)

1. Planning Advisory Committee Meeting Minutes – January 26, 2023
2. Leeds, Grenville, and Lanark District Health Unit Board of Health Meeting Summary – April 20, 2023
3. City of Port Colborne resolution of support re: Changes to Municipal Heritage Register
4. Federation of Northern Municipalities resolution of support re: Bail Reforms
5. City of Stratford resolution of support re: Use of Long-Term Care Funding to Support Community Care Services
6. Municipality of Puslinch resolution of support re: Roadside Litter on Highway 401
7. Municipality of Waterloo resolution of support re: Protecting the Privacy of Candidates and Donors
8. Municipality of Shuniah resolution of support re: Enbridge Third-Party Charges for Utility Locates

9. Committee Reports

There were no committee reports.

10. Mayor

There were no items discussed under the Mayor's portion of the agenda.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at the Planning Advisory Committee held on April 24.

Councillor Young spoke to her attendance at the Planning Advisory Committee held on April 24.

Councillor Campbell spoke to her attendance at the Fire Services Committee meeting held on April 4, and her attendance at Ontario Good Roads Association conference.

12. Staff

12.1 Staff Report 29-2023 - 2023 Community Awards - Selection of Working Group

Motion 99-2023

Moved By Campbell

Seconded By Burton

That Council receive Staff Report 29-2023 for information; and

That Council appoint the following three members to the Business, Citizen & Volunteer of the Year Awards Selection Panel for 2023:

- Councillor Justin Kirkby

- Councillor Ruth Lockett

- Councillor Tracey Young

Carried

Kaitlin Mallory, Deputy Clerk, spoke to the report. She referenced the number of nominations received, the upcoming celebration event at the Kinsmen Amphitheatre, and a meeting of the selection panel to take place during the week of May 8-12 to review the submissions received.

12.2 Staff Report 30-2023 - 2023 Street Repaving

Motion 100-2023

Moved By Lockett

Seconded By Campbell

That Council direct Staff to proceed with milling and repaving the surface of the following street sections in 2023:

- Prescott Centre Drive add concrete curb at north and repave north lane
- Churchill Road from Next Polymer to the west train track
- Dibble Street west (30 meters west of the intersection at Edward Steet)

Carried

Nathan Richard, Director of Operations, spoke to the report. He spoke to the annual resurfacing of roads, the roads assessment from 2019 and 2022, and the use of Ontario Community Infrastructure Funding (OCIF) funds to complete the work.

Discussion was held regarding ownership of Prescott Centre Drive, and its intersection at Edward Street.

Further discussion was held regarding paving the shoulder of Churchill Road west and the east side of Sophia Street in future years to accommodate active transportation.

12.3 Staff Report 31-2023 - Water Tower - Approval to Issue RFP

Motion 101-2023

Moved By Kirkby

Seconded By McConnell

That Council to direct Staff to release a Request for Proposal for the Water Tower Infrastructure Project as outlined in Staff Report 31-2023.

Carried

Nathan Richard, Director of Operations, spoke to report. He referenced the 2022 Infrastructure report, and the existing water tower's capacity and specifications.

Discussion was held regarding the demolition and decommissioning of the current water tower, accounting for painting and design options as a provisional item in the contract, and the timeline for the request for proposal.

Discussion was also held regarding the current capacity requirements versus future water needs, and steps being taken to ensure there is no damage to the new recreation complex during the construction of the water tower.

12.4 Staff Report 32-2023 - Community Improvement Plan Amendment Approval

Motion 102-2023

Moved By Kirkby

Seconded By Burton

That Council approve the proposed Community Improvement Plan amendments as presented and approved by the Planning Advisory Committee, in accordance with section 28 of the *Planning Act*, R.S.O. 1990, as amended.

Carried

Dana Valentyne, Economic Development Officer, spoke to the report. She spoke to approval of the Community Improvement Plan (CIP) by the

Planning Advisory Committee, and provided an overview of its amendments.

Discussion was held regarding number of current applications, recourse for lack of progress, the plans comparison with local municipal plans, and current applications being considered under the new amendments.

Further discussion was held regarding the affordable housing component in large scale residential, focusing on the downtown, and more flexible individuality for storefronts.

12.5 Staff Report 33-2023 - Canada Day Complimentary Activities

Motion 103-2023

Moved By Burton

Seconded By McConnell

That Council direct Staff to work with George Tierney and Windmill Brewery to coordinate complimentary activities for Canada Day July 1, 2023.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He spoke to working with Fort Wellington, and the in-kind requests for the Town such as street closures and garbage collection.

Discussion was held regarding road closures and concerns surrounding third parties soliciting donations on behalf of the Town.

Further discussion was held regarding a supporting an event organized by committee of volunteers such as the Cardinal Festival Committee versus supporting a third party event.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 Community Improvement Plan

Motion 104-2023

Moved By Kirkby

Seconded By Young

That By-Law 19-2023, being a to adopt a Community Improvement Plan for the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business

There was no new business expressed.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

17.1 National Day of Awareness for Missing and Murdered Indigenous Women, Girls, Two-Spirited People

Mayor Shankar proclaimed May 5, 2023, as the National Day of Awareness for Missing and Murdered Indigenous Women, Girls, Two-Spirited People in the Town of Prescott.

17.2 Emergency Preparedness Week

Mayor Shankar proclaimed the week of May 7-13, 2023, as Emergency Preparedness Week in the Town of Prescott.

Councillor McConnell requested that Staff bring a report to a future Council meeting regarding the ability to increase the number of flags on the cross bar at the Lee McKnight fountain downtown.

18. Period for Media Questions

There were no questions from the media.

19. Closed Session

Motion 105-2023

Moved By Lockett
Seconded By Kirkby

That Council move into Closed Session at 8:12 p.m. to discuss matters pertaining to:

19.1 Litigation

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

19.2 Purchase & Sale

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

19.3 Approval of the Closed Session minutes (April 17, 2023)

19.4 Identifiable Individual

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

That the Economic Development Officer, remain in the room for Items 19.1 and 19.2 and that the CAO/Treasurer, Clerk, and Deputy Clerk remain in the room for Items 19.1, 19.2, 19.3, 19.4.

Carried

Motion 106-2023

Moved By Kirkby
Seconded By Young

That the meeting be extended. (Time: 9:08 p.m.)

Carried

Dana Valentyne, Economic Development Officer, left the meeting at 9:12 p.m.

Motion 107-2023

Moved By Campbell
Seconded By McConnell

That Council reconvene in Open Session. (Time: 9:24 p.m.)

Carried

20. Rise and Report

During the Closed Session, Council received information on Item 19.1 - Litigation, provided Staff direction on Item 19.2 - Purchase & Sale, approved the Closed Session minutes dated April 17 under Item 19.3, and received information on Item 19.4 - Identifiable Individual.

21. Confirming By-Law – 20-2023

Motion 108-2023

Moved By Young
Seconded By Lockett

That By-Law 20-2023, being a by-law to confirm the proceedings of the Council meeting held on Monday, May 1, 2023, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

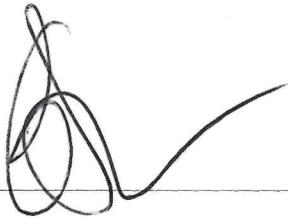
Motion 109-2023

Moved By Kirkby
Seconded By Burton

That the meeting be adjourned to Monday, May 15, 2023. (Time: 9:26 p.m.)

Carried

Mayor



Clerk

