



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, December 5, 2022
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, Kaitlin Mallory, Deputy Clerk, Jessica Crawford, Deputy Treasurer

1. Call to Order

Mayor Shankar called the meeting to order at 6:01 p.m.

2. Approval of Agenda

Motion 269-2022

Moved By Lockett

Seconded By Young

That the agenda for the Council meeting of December 5, 2022, be approved as presented.

Carried

3. Declarations of Interest

There were no declarations of interest expressed.

4. Presentations

4.1 St. Mary Catholic High School - OFSAA Champions

Mayor Shankar welcomed and congratulated the St. Mary Catholic High School basketball team OFSAA champions. He presented them with a mayoral scroll.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 Special Council Minutes - November 19, 2022

Motion 270-2022

Moved By McConnell

Seconded By Burton

That the Special Council minutes dated November 19, 2022, be accepted as presented.

Carried

6.2 November 21, 2022

Motion 271-2022

Moved By Young
Seconded By Campbell

That the Council minutes dated November 21, 2022, be accepted as presented.

Carried

7. Communications & Petitions

7.1 St. Andrew's Presbyterian Church - A Fort Town Christmas Invitation

7.2 Letter from the Honourable Michael Kerzner, Solicitor General re: Response to Fire Certification Resolution

Councillor McConnell spoke to Item 7.2 - Letter from the Honourable Michael Kerzner, Solicitor General regarding a Response to the Town's Fire Certification Resolution. He referenced the lack of consideration of the letter and the required training of the fire department.

Discussion was held regarding the attendance of Fire Chief Rayner at the Council meeting of January 3 to discuss the letter and options for providing training options.

8. Consent Reports

Motion 272-2022

Moved By Kirkby
Seconded By Young

That all items listed under the Consent Reports section of the agenda be accepted as presented, save and except item 8.1 all resolutions regarding Bill 23, More Homes Built Faster Act, 2022.

Carried

8.1 Information Package (under separate cover)

1. St. Lawrence – Rideau Immigration Partnership Press Release - Diversity Day 2022

2. Ontario Energy Board Notice to Enbridge Gas Customers re: Application to Change Natural Gas Rates and Other Charges
3. Township of Edwardsburgh Cardinal Resolution – Endorsement of Ontario Agri Business Association Letter - Bill C-237
4. Township of Lanark Highlands Resolution re: OMAFRA Ontario Wildlife Damage Compensation Program Administrative Fee (Tay Valley Township Resolution included)
5. Township of Puslinch – Resolution re: Bill 23 Proposed Changes
6. Municipality of Lambton Shores Resolution re: Proposed Legislation Bill 23 – More Homes Built Faster Act, 2022
7. Corporation of the Town of Aurora Resolution re: Opposition to Bill 23, More Homes Built Faster Act, 2022
8. Norfolk County Resolution re: Bill 23 “More Homes Built Faster Act, 2022”

Councillor Campbell spoke to Item 8.1 (5,6,7 &8) resolutions regarding Bill 23, More Homes Built Faster Act, 2022 and requested that a report be brought back to Council for further discussion.

9. Committee Reports

There were no items under committee reports.

10. Mayor

Mayor Shankar spoke to the well-attended Annual Town of Prescott Tree Lighting Celebration and noted the involvement of community volunteers. He thanked staff and spoke to the need for new community volunteers to help with events.

Mayor Shankar also made mention of the attractions at the event such as the performance by Isobel Music, the horse drawn carriage rides, and Mrs. Claus and Santa Claus.

He referenced the free Movie Night at the Leo from the previous week was well attended.

11. Outside Boards, Committees and Commissions

There were no submissions from outside boards, committees, and commissions.

12. Staff

12.1 Staff Report 113-2022 - Project Update - November 2022

Nathan Richard, Director of Operations, spoke to the report. He referenced the projects that have been completed, projects that have been approved and are currently underway, and upcoming projects.

Discussion was held regarding the sidewalk work on Edward Street between Water Street and King Street, and the removal of a pole on Centre Street near the Clock Tower improve accessibility.

Staff provided Council with background on the purpose behind moving of poles on St. Lawrence Street.

Further discussion was held regarding lighthouse renovations, paving the remaining areas along the Heritage River Trail, the formal pathway between Mackenzie Road and Prescott Centre Drive, and the timeline for shoreline repairs in the west end of Centennial Park.

Matthew Armstrong, CAO/Treasurer spoke to the intended parkettes to be placed in the downtown which would occupy a parking space in the roadway and the potential locations for placement.

12.2 Staff Report 114-2022 - 2023 Council Meeting Schedule

Motion 273-2022

Moved By Young

Seconded By Burton

That Council approve the 2023 summer Council meeting dates as follows, with summer meeting dates of July 17 and August 14, with July 31 as

potential dates should a special Council meeting be called during the summer months; and

That the 2023 December Council meetings be held on the consecutive weeks of December 4 and 11.

Carried

Kaitlin Mallory, Deputy Clerk, spoke to the report. She referenced the procedural by-law as well as a potential meeting date in July if needed.

Discussion was held regarding the timeline to prepare the agenda for the next meeting of Council.

12.3 Staff Report 115-2022 - Town Hall Office - Christmas to New Year's Closure

Motion 274-2022

Moved By Lockett

Seconded By McConnell

That Council approve the closure of the Town Hall Office between Christmas and New Year's with a return to regular hours and services on Tuesday January 3, 2023.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced conversations with neighbouring municipalities, the limited number of residents that attend Town Hall over the holidays, and the use of staff vacation time to cover the closure.

Discussion was held regarding the use of on-call over the weekend.

12.4 Staff Report 116-2022 - 2023 Budget Assumptions and Information

Matthew Armstrong, CAO/Treasurer, spoke to a PowerPoint Presentation. A copy of the presentation is held on file.

Nathan Richard left the meeting at 6:41 p.m.

Mr. Armstrong referenced the timelines for the budget, grant funding received under revenue, and provided an overview of the 2023 Budget assumptions and information on revenues and expenses

Discussion was held regarding the variability of the OCIF funding amount received, and the uses and stipulations of the core infrastructure funding.

Further discussion was held regarding previous tax increases, property assessment timeline, and the continuation of the dedicated 1% infrastructure fund.

Council discussed tiny homes, secondary dwelling units, the current zoning by-law and its scheduled review in 2023.

Further discussion was held regarding a tax increase range between 2.85% to 5% including the 1% dedicated to infrastructure reserve.

12.5 Staff Report 117-2022 - Water and Sewer Operations By-law

Matthew Armstrong, CAO/Treasurer, spoke to the report. He provided an overview of the updates to the by-law and purpose behind the exemption of services to the north of the 401.

Discussion was held regarding privately owned hydrants, current sewage rates, concerns regarding the regulation of sewage pump outs, as well as municipal fees applied to contractors for hydrant use.

Further discussion was held regarding scheduling discussions with commercial property owners that offer pump outs for recreation vehicles.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 Water and Sewer Operation By-Law

Motion 275-2022

Moved By Burton

Seconded By Kirkby

That By-Law 52-2022, being a by-law to enact rules and regulations for the operation of a water supply system, water works distribution system, wastewater collection system and a wastewater treatment system in the Town of Prescott and the establishment of rates for water and wastewater services related to the operation of the system, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business

15.1 Township of Warwick Resolution re: CN Railway Contribution Requirements under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario

Motion 276-2022

Moved By McConnell

Seconded By Lockett

That Council of the Town of Prescott support the Resolution from the Township of Warwick regarding the CN Railway Contribution Requirements under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario; and

That a copy of this resolution be sent to the Minister of Agriculture Food and Rural Affairs, the Honourable MPP Steve Clark, the Minister of Agriculture and Agri-Food, Daniel Salvatore, CN Manager of Public Affairs, Ontario & Atlantic Canada, Cyrus Reporter, CN Vice-President, Public, Government and Regulatory Affairs, Jonathan Abecassis, CN Media Relations & Public Affairs, Gregory Kolz, Director of Government Relations, Railway Association of Canada, and all municipalities in Leeds and Grenville.

Carried

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

Councillor McConnell spoke to the potential impediment of the drainage and federal agencies

Further discussion was held regarding informing our neighbouring municipalities of our intent to support the resolution.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

There were no proclamations.

18. Period for Media Questions

There were no questions from the media.

19. Closed Session

There were no items under closed session.

20. Rise and Report

Councillor McConnell expressed a desire for additional clarification on day-to-day specifics for new members of Council, and the potential for additional in-camera training sessions.

21. Confirming By-Law – 53-2022

Motion 277-2022

Moved By Campbell

Seconded By Young

That By-Law 53-2022, being a by-law to confirm the proceedings of the Council meeting held on December 5, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 278-2022

Moved By Kirkby

Seconded By Burton

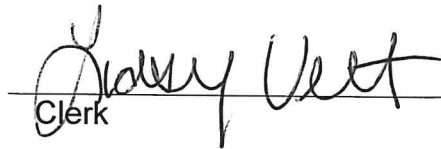
That the meeting be adjourned to Monday, December 12, 2022. (Time: 8:16 p.m.)

Carried

Mayor

A stylized, handwritten signature in black ink, consisting of a large loop followed by several smaller loops and a long horizontal stroke.

Clerk

A handwritten signature in black ink, appearing to read "Daisy West", written in a cursive style.