



PRESCOTT TOWN COUNCIL

MINUTES

Tuesday, January 4, 2022

6:00 p.m.

Virtual Meeting

Present Mayor Brett Todd, Councillors Lee McConnell, Mike Ostrander, Gauri Shankar, and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Nathan Richard, Interim Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Renny Rayner, Fire Chief, Dana Valentyne, Economic Development Officer, and Kaitlin Mallory, Deputy Clerk

Regrets Councillors Leanne Burton and Teresa Jansman

1. Call to Order

Mayor Todd began the meeting by acknowledging that we are meeting on the 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 6:02 p.m.

2. Approval of Agenda

Motion 01-2022: Shankar, Ostrander

That the agenda for the Council meeting of January 4, 2022, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations

4.1 MDB Insight - Prescott Economic Development Strategy

Mayor Todd welcomed Paul and Clark from MDB Insight. He referenced the partnership with Augusta Township, and next steps.

Paul Blais, MDB Insight, spoke to a PowerPoint presentation. A copy of the presentation is held on file. Mr. Blais spoke to the stages associated with the project.

Clark Hoskin, MDB Insight, spoke to the project overview, the takeaways from engagement with the community through interviews and survey responses, and the draft strategic directions. Mr. Hoskin referenced the priorities of the strategy which include keep business top of mind, continue the RiverWalk revival, and attract investment, workers, and citizens. He referenced the strategies, the implementation plan, and suggested measurements.

Discussion was held regarding the achievable goals, continued interactions with businesses, and bringing a work plan forward to Council at a later date.

Further discussion was held regarding the creation of a squad by utilizing experts in the field, levels of satisfaction of doing business in the Town of Prescott, the need for affordable housing, the interaction between the Prescott and Augusta strategies, and scheduling an upcoming joint Council meeting with the Township of Augusta and workshop for Council.

Matthew Armstrong, CAO/Treasurer, spoke to an upcoming joint meeting of Councils and a workshop session with Council to discuss goals for the strategy in the month of March.

Paul Blais and Clark Hoskin, MDB Insight left the meeting at 6:51 p.m.

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 December 13, 2021

Motion 02-2022: Young, Shankar

That the Council minutes dated December 13, 2021, be accepted as presented.

Carried

7. Communications & Petitions - None

8. Consent Reports

Motion 03-2022: Shankar, Ostrander

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. Wastewater Treatment Facility Management Board Meeting – December 10, 2020
2. Planning Advisory Committee Meeting Minutes – November 23, 2021
3. Committee of Adjustment Meeting Minutes – September 9, 2021
4. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – December 10, 2021, December 17, 2021 & December 24, 2021
5. Tay Valley Township resolution re: Province-wide assessment update
6. City of Sarnia resolution of support re: Catch and Release Justice
7. Township of Mulmur resolution of support re: Truth and Reconciliation Call to Action

9. Committee Reports

9.1 PAC Report 21-2021 - Site Plan Control - South Side of Prescott Centre Drive

Motion 04-2022: Young, Ostrander

That Council approve the proposed Site Plan application SPC 2021-04 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 registered and be submitted to the Town.
3. That appropriate screening features be provided where the subject property abuts a residential use, to the satisfaction of the Town;
4. That the applicant provides a photometric plan to demonstrate dark sky compliance and minimized light trespassing to adjacent residential uses to the satisfaction of the Town;
5. That a noise wall be constructed based on a noise impact brief to analyze the impact of the proposed commercial use on adjacent residential uses and to implement its recommendations to the satisfaction of the Town;
6. That the applicant obtain Provisional Consent approval to sever the lands to the general size and extent as shown on the Site Plan, and that necessary planning approvals be obtained to support the proposed severance.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the application, the provisions outlined in the report, the minor variance requirement that went before the Committee of Adjustment, and the processes associated with a minor variance and site plan control. Mr. Armstrong spoke to the pedestrian pathway connecting Fischl Drive to Prescott Centre Drive and emergency fire access which has been incorporated into the plan.

Discussion was held regarding the recommendations made to the Developer, the location of the noise barrier wall, the pedestrian pathway only being used for emergency vehicles during an emergency, storm water management, and discussions with residents in the area.

10. Mayor

Mayor Todd spoke to his appreciation of the Town of Prescott, the past accomplishments in 2021, the successful grant applications, and completed projects.

He referenced the downtown improvement including the municipal presence in the downtown, the improvements to the waterfront, and the relationship between Council and staff.

11. Outside Boards, Committees and Commissions

Councillor McConnell wished everyone a Happy New Year and stated that the Prescott Public Library is offering curbside pickup.

Councillor Ostrander spoke to the Royal Canadian Legion and King's Kitchen's Christmas dinners and his attendance at a Connect Youth meeting held on January 4, 2022.

Councillor Shankar wished everyone a Happy New Year, thanked Spirit of Giving volunteers for their work over the holiday season, and the delivery of Craft Kits handed out prior to Christmas break.

12. Staff

12.1 Staff Report 01-2022 - 2022 Council Committees and Boards

Motion 05-2022: Young, Ostrander

That Council approve the Council Committees and Boards for the remainder of the term of Council which expires on November 14, 2022, as per the attached Schedule A.

Carried

12.2 Budget 2022 Presentation: Administration, Protective and Planning Services

Mayor Todd spoke to budget discussions at the Joint Services budget at a meeting held on January 4, 2022, and referenced an upcoming meeting to be held on January 11, 2022.

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file. He referenced the budget timeline, the administration expenses, protective services expenses, the planning budget, and summary to date.

Discussion was held regarding the sharing the Chief Building Official with the Township of Merrickville-Wolford.

12.3 2022 Initial Project Ideas Review

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file. Mr. Armstrong referenced the capital projects that had been previously approved, the operational projects that had been previously approved, health and safety project ideas, and 2022 capital and operational project ideas.

Discussion was held regarding concentrating on completing past projects rather than new projects, the addition of new projects including implementing the Economic Development strategy and the Joint Economic Development strategy.

Further discussion was held regarding the Coast Guard banner, the lighting decorations along major arteries, enhancing the RiverWalk trail, and past discussions regarding changes to the parking lot located west of the LCBO.

Matthew Armstrong, CAO/Treasurer, spoke to the Edward Street Bridge Work project tender submissions, options for the project and staff's recommendation for the bridge work project.

Discussion was held regarding including measures to protect the bridge if there were a future train derailment situation and the recommendation made by staff.

Matthew Armstrong, CAO/Treasurer, spoke to the 2022 OCIF funding, the increase in the Town's allocation, past uses for OCIF funding, and using a portion of the OCIF funding to address the next streets scheduled for improvements.

Discussion was held regarding the bridge work options, the timeline, and ensuring emergency vehicles maintain access to all areas of town, options for pedestrian traffic, and scheduling the bridgework during the months that school is not in session.

Matthew Armstrong, CAO/Treasurer, spoke to the Fire Departments current fleet, the fleet planning, and provided a recommendation regarding fleet replacement planning.

Renny Rayner, Fire Chief, spoke to the savings on the Rosenbauer Commander pumper purchase and current NFPA standards.

Discussion was held regarding timelines associated for orders, the ability to store the older and keep the older vehicles.

Mr. Armstrong spoke to the upcoming budget topics and timelines.

Renny Rayner, Fire Chief, left the meeting at 8:29 p.m.

12.4 Staff Report 02-2022 - Community Safety and Well-Being Implementation Plan

Motion 06-2022: Shankar, Ostrander

That Council direct staff to enact Community Safety and Well-Being Implementation Plan as outlined in Staff Report 02-2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the importance of enacting the plan at the municipal level, the additional items around the Prescott specific items, the suggested partnerships, and implementation of the plan.

Discussion was held regarding the plan being a provincial requirement, initial work with the United Counties of Leeds and Grenville, and the implementation of the plan not having a financial impact but specific actions that may have financial implications at a later date.

13. Resolutions – None

14. By-laws

14.1 Interim Tax Levy By-Law

Motion 07-2022: McConnell, Young

That By-Law 01-2022, being a By-Law to provide for an interim tax levy for 2022, 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.

Discussion was held regarding the due date extension due to the COVID pandemic.

14.2 2022 Temporary Borrowing By-Law

Motion 08-2022: Young, Ostrander

That By-Law 02-2022, being a by-law to authorize temporary borrowing for the year 2022, 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 - None

18. Closed Session - None

19. Rise and Report - None

20. Confirming By-Law – 03-2022

Motion 09-2022: Ostrander, McConnell

That By-Law 03-2022, being a by-law to confirm the proceedings of the Council meeting held on January 4, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 10-2022: Shankar, Young

That the meeting be adjourned to Monday, January 17, 2022. (Time: 8:39 p.m.)

Carried

Mayor

Clerk