



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, August 11, 2025  
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 Lee McConnell, Councillor Tracey Young, Councillor Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Samantha Joudoin-Miller, Manager of Community Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk, Chloe Preston, Director of Administration/Clerk

---

**1. Call to Order**

The meeting was called to order at 6:00 p.m.

**2. Approval of Agenda**

Motion 142-2025

Moved By R. Young

Seconded By Burton

That the agenda for the Council meeting of August 11, 2025 be approved as amended, to remove Item 12.1 Staff Report 51-2025 - Bill 5 Analysis.

Carried

**3. Declarations of Interest**

There were no declarations of interest expressed.

**4. Presentations**

There were no presentations.

**5. Delegations**

There were no delegations.

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

**6.1 July 14, 2025**

Motion 143-2025

Moved By Kirkby

Seconded By Campbell

That the Council minutes dated July 14, 2025, be accepted as amended.

Carried

**7. Communications & Petitions**

There were no communications or petitions.

**8. Consent Reports**

Motion 144-2025

Moved By Burton

Seconded By Campbell

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

Carried

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

**9. Committee Reports**

**9.1 PAC Report 09-2025 - Zoning By-Law Amendment - Churchill Road, East - ZBA2025-003**

Motion 145-2025

Moved By Kirkby

Seconded By T. Young

THAT By-Law 35-2025, being a by-law to amend By-Law No. 09-2009, as amended, a By-law to regulate the use of land, buildings and structures within the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation; AND

THAT Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law.

Carried

Tim Fisher, Municipal Planner spoke to the report.

Discussion was held regarding the municipally serviced street, the Endangered Species Act, noise barriers, and the Site Plan Agreement process.

**10. Mayor**

Mayor Shankar attended the opening of St. Lawrence Shakespeare Festival, and a Volunteer Appreciation event in Brockville. He also attended an event in Spencerville by Baldwin House, a golf tournament raising funds for Sherwood Park Manor, and presented Mayoral Scrolls to Dave Travis and Mike Baril for their efforts surrounding the Kinsmen Amphitheatre Sunday Night Concerts.

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

Councillor R. Young will be attending an upcoming St. Lawrence Lodge meeting and noted they are planning to complete their budget earlier this year than previous years. He attended the Shakespeare Festival seeing *Sherlock Holmes* and frequents the Sunday Night Concerts.

Councillor T. Young spoke to attending the Sunday Night Concerts, a Walker House board meeting and spoke to a grant of \$25,000 they received, and the implementation of an online registration system. Walker House has created a book club and are planning a trip to the National Arts Centre on September 13. The King St Promenade was a Business Improvement Area event, and they are hopeful it will become an annual event.

Councillor Burton spoke to the success of the King St Promenade, and spoke to the St. Lawrence Shakespeare events, and Sunday Night Concerts. Dead ice is now available at the Alaine Chartrand Community Centre, and the Sandra Lawn Marina is hosting a boater's brew on August 15. The Summer Youth Recreation program has been in full swing all summer at Centennial Park where MP Michael Barrett hosted a community BBQ. There is an upcoming movie night at Town Hall on August 15 playing *Despicable Me 4*, and our summer wrap up event on August 26 at Centennial Park.

Councillor McConnell spoke to completing cemetery maintenance including trimming small bushes and attending St. Lawrence Shakespeare plays.

Councillor Campbell attended a Fire Administration meeting on August 5 and noted that there is a complete burn ban for the United Counties of Leeds and Grenville. The Prescott Fire Department completed training on the St. Lawrence

River with their pumper on August 11, and will complete training regarding propane fires and fire extinguishers on August 19. The Prescott Fire Department participated in Camp Day at Tim Hortons, Touch a Truck at St. Marks Catholic School, Junior Fire Fighters training in North Augusta, and attended a funeral for a fellow fire fighter from North Dundas. The Prescott Fire Department has upcoming community involvement at the Spencerville Fair, and Cardinal and North Augusta Labour Day Parades. The new firetruck will be fully in service by August 12.

Councillor Kirkby spoke to attending the Sunday Night Concerts, St. Lawrence Shakespeare presenting Sherlock Holmes, the King St Promenade, and MP Michael Barrett's community BBQ at Centennial Park. Operations staff have the ice installed at the Alaine Chartrand Community Centre and have been maintaining streets and sidewalks. East Street reconstruction is progressing well, as well as the Seymour Recreation Complex where the concrete has been poured for the skateboarding park, and grading is almost completed to start paving.

## **12. Staff**

### **12.2 Staff Report 52-2025 - Summer Lunch Program - July Update**

Samantha Joudoin-Miller, Manager of Community Services, spoke to the report.

Discussion was held regarding the success of the program and continuing the program in the future, the potential of a new location, and our partnership with the Outpost Café.

### **12.3 Staff Report 53-2025 - Senior Support Services - CPHC (SSS) Community Room Request**

Motion 146-2025

Moved By R. Young

Seconded By Kirkby

THAT Council approve the request from Senior Support Services - CPHC (SSS) for the regular usage of Community Rooms at Town Hall at a reduced rate of \$100/day for the remainder of 2025 and until the 2026 Intake #1 Community Grants have been decided upon by Council.

Carried

Samantha Joudoin-Miller, Manager of Community Services, spoke to the report.

Discussion was held regarding the importance of the program, and the current room rate.

#### **12.4 Staff Report 54-2025 - 2025 Street Repaving - Update**

Motion 147-2025

Moved By Burton

Seconded By Kirkby

That Council direct staff to proceed with the planned changes to the paving and roadwork plans for 2025 as outlined in Staff Report 54-2025.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding paving the entire municipal parking lot at Shoppers Drug Mart, the OCIF funding timeline, the interlocking stones, and sidewalk maintenance.

#### **12.5 Staff Report 55-2025 - Alternative Voting Methods for 2026 Municipal Election**

Motion 148-2025

Moved By Kirkby

Seconded By Campbell

THAT Council authorizes the exclusive alternative voting method of internet and telephone voting for the 2026 Municipal Elections; AND

THAT Council further direct the Clerk to bring forward the necessary by-law to set out the voting methods for the 2026 Municipal Election.

Carried

Chloe Preston, Director of Administration/Clerk, spoke to the report.

Discussion was held regarding the number of voters we had during the last election, the amount that voted by paper ballot, if there is any impact on the school board, and attending the retirement and nursing homes in Prescott.

#### **12.6 Staff Report 56-2025 - Financial Report - June 2025**

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

#### **13. Resolutions**

There were no resolutions.

#### **14. By-laws**

There were no by-laws.

#### **15. New Business**

There was no new business.

#### **16. Notices of Motion**

There were no notices of motion.

**17. Mayor's Proclamation**

**17.1 Prostate Cancer Awareness Month**

Mayor Shankar made a proclamation that September will be Prostate Cancer Awareness Month.

**18. Period for Media Questions**

There was no media present.

**21. Confirming By-Law – 36-2025**

Motion 149-2025

Moved By Burton

Seconded By Campbell

That By-Law 36-2025, being a by-law to confirm the proceedings of the Council meeting held on August 11, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**22. Adjournment**

Motion 150-2025

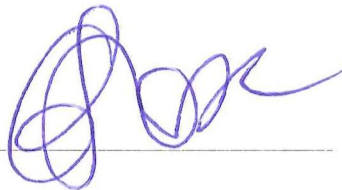
Moved By Kirkby

Seconded By T. Young

That the meeting be adjourned at 7:50 p.m.

Carried

\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Clerk

