



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, July 14, 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
Staff	Matthew Armstrong, CAO/Treasurer, Shawn Merriman, Manager of Building and Bylaw Services, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk, Chloe Preston, Director of Administration/Clerk
Regrets	Councillor Ray Young

1. Call to Order

The meeting was called to order at 6:00 p.m. Councillor Ray Young sends his regrets.

2. Approval of Agenda

Motion 133-2025

Moved By McConnell

Seconded By Young

That the agenda for the Council meeting of July 14, 2025 be approved as presented.

Carried

3. Declarations of Interest

Councillor Campbell expressed a declaration of interest on item 12.1 - Staff Report 48-2025 - 2025 Community Grants Intake 2.

4. Presentations

There were no presentations.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 June 16, 2025

Motion 134-2025

Moved By Kirkby

Seconded By Campbell

That the Council minutes dated June 16, 2025, be accepted as presented.

Carried

7. Communications & Petitions

There were no communications or petitions.

8. Consent Reports

Motion 135-2025

Moved By Kirkby

Seconded By Campbell

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

Carried

Councillor Kirkby noted that Chef Donovan, a teacher from South Grenville District High School and Bonnie Pidgeon from the South Grenville Food Bank were awarded the King Charles III Coronation Award and Jacob Froggatt from Prescott Skate Night was awarded an Asset Builder Award from Every Kid in Our Community. The Township of Amaranth sent a letter of support to the Town of Prescott regarding a previous letter sent to all municipalities in Ontario regarding Council's position on Strong Mayor Powers.

8.1 Information Package (under separate cover)

9. Committee Reports

There were no committee reports.

10. Mayor

Mayor Shankar spoke to attending the Mayfield Breakfast Senior Awards, a Chamber event at Arbu Brewery, Iroquois Coast Guard Auxiliary new boat unveiling, Prescott Beer Fest, the St. Lawrence Shakespeare Garden party, Sunday Night Concerts, and the South Grenville District High School Graduation Ceremony where Councillor Kirkby was inducted into their Hall of Fame. Mayor Shankar also attended the Fire Service Awards Ceremony, the Lockett Place

groundbreaking with Habitat for Humanity, a Joint Services meeting, and has spent time at the Dive Bench.

11. Outside Boards, Committees and Commissions

Councillor McConnell spoke to attending the St. Lawrence Shakespeare Garden Party, Prescott Beer Fest and provided updates on the Sandy Hill Cemetery.

Councillor T. Young attended the St. Lawrence Shakespeare Garden Party, Canada Day festivities, and will be attending a BIA working group on July 15. Upcoming events are the Sunday Night Concerts, Prescott Pop-Up summer live sessions, and the King St Promenade on August 2.

Councillor Burton attended the St. Lawrence Shakespeare Garden Party, Prescott Beer Fest, the Lockett Place Habitat for Humanity groundbreaking, and the Fire Services Awards Night and celebrating Deputy Chief Robert Gilmour's retirement and dedication to our community. Councillor Burton spoke to the upcoming Shakespeare season featuring *Much Ado About Nothing*, *Sherlock Holmes*, and *Play On*.

Councillor Campbell attended the Fire Services Awards night with Michael Barrett, Steve Clark, and Shannon Armitage in attendance on July 8 celebrating Deputy Chief Robert Gilmour's 40 years of service and retirement, Fire Chief Renny Rayner's 35 years of service and John Houston's 30 years of service. Robert Dixon will receive recognition for his 30 years of service at a later date, and Ed Baynum has dedicated one year of service. Councillor Campbell also attended the Iroquois Coast Guard Auxiliary boat unveiling.

Councillor Kirkby attended the Canada Day festivities and the Lockett Place Habitat for Humanity groundbreaking. Operations staff have started line painting, brush removal from River Walk trail, and added nonslip flooring to the pool change rooms to improve on safety. He attended a walk-through of the Seymour Recreation Complex to see the progress being made and showed his appreciation for the new paint activities at Centennial Park and on the River Walk Trail.

12. Staff

12.1 Staff Report 48-2025 - 2025 Community Grants Intake 2

Motion 136-2025

Moved By Kirkby

Seconded By Burton

THAT Council approves the 2025 Community Grant allocation recommendations for Intake #2, totaling \$2000 in financial support and the in-kind request as outlined in Staff Report 48-2025 for Prescott Skate Night and South Grenville District High School.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the report.

Discussion was held regarding the evolution of Prescott Skate Night and the growth the program has had within the community, the positive impact on supporting South Grenville District High School and if any neighbouring municipalities have provided funding.

Motion 137-2025

Moved By McConnell

Seconded By Burton

THAT Council approves financial support to the Prescott Curling Club application under the 2025 Community Grant Intake #2 in the amount of \$4,300 as outlined in Staff Report 48-2025.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the separate motion. Councillor Campbell moved to the gallery due to the declaration of interest.

Discussion was held regarding the potential of an Intake #3, and changes to the program with specific streams through the application process. The Prescott Curling Club has been active within the community and actively expanding their club.

12.2 Staff Report 49-2025 Leo Boivin Community Centre - Condition Study

Motion 138-2025

Moved By Burton

Seconded By Kirkby

THAT Council receive the Building Condition Assessment report for the Leo Boivin Community Centre as prepared by EVB Engineering and Architecture 49 (A49) for information.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding the condition of the building, the previous studies completed, the long-term plan for the facility and advertisements at the Seymour Recreation Complex.

12.3 Staff Report 50-2025 - Projects Update July 2025

For Information.

Matthew Armstrong, CAO/Treasurer spoke to the report.

Discussion was held regarding the Summer Lunch Program and different ways to support the town.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 By-Law 33-2025

Motion 139-2025

Moved By Burton

Seconded By Kirkby

That By-Law 33-2025, being a by-law to appoint Municipal By-Law Officers 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

Matthew Armstrong, CAO/Treasurer spoke to the By-Law and recruiting a By-law Enforcement Officer.

Discussion was held regarding unfamiliar names included in the By-Law.

15. New Business

15.1 Municipality of North Grenville - Bill 5: Protecting Ontario By Unleashing Our Economy Act, 2005

Councillor Campbell spoke to the letter.

Matthew Armstrong, CAO/Treasurer spoke to the changes in Bill 5.

Discussion was held regarding a potential Staff Report outlining the changes to legislation and how it affects Prescott.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

There was no mayor's proclamation.

18. Period for Media Questions

There was no media present.

19. Closed Session

There was no closed session.

20. Rise and Report

There was no rise and report.

21. Confirming By-Law – 34-2025

Motion 140-2025

Moved By Burton

Seconded By McConnell

That By-Law 34-2025, being a by-law to confirm the proceedings of the Council meeting held on July 14, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 141-2025

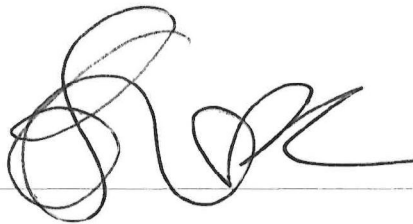
Moved By Kirkby

Seconded By Campbell

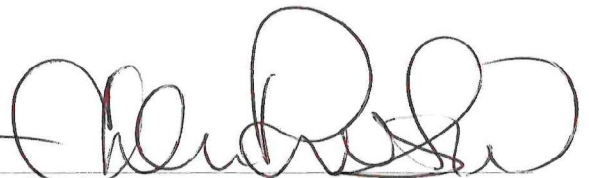
That the meeting be adjourned. (Time: 7:11 p.m.)

Carried

Mayor

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Clerk

A handwritten signature in black ink, featuring a large, prominent loop at the beginning followed by a series of smaller, connected loops.