



**PRESCOTT TOWN COUNCIL
MINUTES**

Tuesday, September 20, 2022

6:00 p.m.

Council Chambers

360 Dibble St. W.

Prescott, Ontario

Present	Mayor Brett Todd, Councillor Leanne Burton, Councillor Lee McConnell, Councillor Mike Ostrander, Councillor Gauri Shankar, Councillor Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Shawn Merriman, Manager of Building and Bylaw Services, Kaitlin Mallory, Deputy Clerk, Samantha Joudoin-Miller, Manager of Community Services

1. Call to Order

Mayor Todd began the meeting by acknowledging that we are meeting on 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 6:05 p.m.

2. Approval of Agenda

Motion 205-2022

Moved By Burton

Seconded By McConnell

That the agenda for the Council meeting of Tuesday, September 20, 2022, be approved as amended.

Carried

The agenda was amended by moving Item 12.4 - Staff Report 95-2022 - Bill 109 Resolution for Consideration to follow Item 20 - Rise and Report.

3. Declarations of Interest

Mayor Todd declared a Conflict of Interest on Item 21 - Staff Report 95-2022 - Bill 109 Resolution for Consideration.

4. Presentations

There were no presentations.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 September 6, 2022

Motion 206-2022

Moved By McConnell
Seconded By Young

That the Council minutes dated September 6, 2022, be accepted as amended.

Carried

7. Communications & Petitions

There were no items under communications & petitions.

8. Consent Reports

Motion 207-2022

Moved By Young
Seconded By Ostrander

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

Carried

Councillor McConnell spoke to Item 8.1 - Changes to Health Care and requested that a motion be brought back for consideration to the Council meeting of October 3, 2022.

Councillor Young commented on the River Route Transit and its service continuing until the end of March 2023.

8.1 Information Package (under separate cover)

8.2 Staff Report 90-2022 - River Route Transit Service Partnership Agreement - Final

Recommended Motion:

That Council direct the Mayor and Clerk of the Corporation of the Town of Prescott to sign the River Route Partnership Agreement.

8.3 Staff Report 91-2022 - Water & Wastewater Operations By-Law

Recommended Motion:

That Council provide feedback to Staff on the draft Water and Sewer Operations By-Law as attached in Staff Report 91-2022 law by October 7, 2022; and

That Staff be directed to present the by-law for further review and discussion at the Council meeting of October 17, 2022.

9. Committee Reports

There were no committee reports.

10. Mayor

Mayor Todd spoke to his attendance at the Terry Fox run held on September 18, and thanked organizers Art Hitsman and Marty Shaw. He referenced the passing of her Majesty Queen Elizabeth II, and the 96-gun salute that took place on September 19. Mayor Todd also spoke to his attendance at the Warden's Banquet held on September 17, the current Warden Roger Haley, and updated Council on the transition at the Prescott Public Library.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at the International Plowing Match and referenced this year's Smile Cookie campaign with proceeds going to the recreation centre.

Councillor McConnell spoke to his attendance at the Community Grants Working Group meeting held on September 13, the Property Guys 15th anniversary celebration held on September 14, a Prescott Public Library Board meeting held on September 14, and a Walker House Board meeting. Councillor McConnell referenced an upcoming bus trip to the International Plow Match and his scheduled attendance at the International Plowing Match on September 22.

Councillor Ostrander spoke to his attendance at the Queen's Memorial event, the Legion lunch that followed the event, and upcoming attendance at the International Plowing Match on September 22. Councillor Ostrander provided Council with an update on the Ukranian family.

Councillor Shankar spoke to his attendance at the Legion Lunch last week, Dr. Holmes semi-retirement celebration, and his upcoming attendance at the International Plowing Match on September 22.

Mayor Todd spoke to the Legion Awards scheduled to be held September 20, which conflicted with the Council meeting and stated he had provided regrets on behalf of Council.

Councillor McConnell made reference to one of the guns used in the 96-gun salute being the same gun that was used when Her Majesty Queen Elizabeth II visited Prescott in 1984.

12. Staff

12.1 Staff Report 92-2022 - Municipal Alcohol Policy for Events

Motion 208-2022

Moved By Ostrander

Seconded By Burton

That Council receive the draft Municipal Alcohol Policy attached to Staff Report 92-2022 and provide feedback by October 3, 2022; and

That the final Municipal Alcohol Policy be brought back to Council for final consideration and approval.

Carried

Samantha Joudoin-Miller, Manager of Community Services, spoke to the report. She provided background on the policy, its development, the eligible areas, and facilities for alcohol approved events, proposed safety plans and implementation.

Discussion was held regarding the areas of responsibility, tiered seating requirement for public or private events, and clarification of Town run and Town sponsored events.

Further discussion was held regarding including all eligible areas for private, public, and Town run events, possible eligible areas for licensing in the new recreation facility and ensuring clarity of the expectations transitioning from the old facility to the new facility.

12.2 Staff Report 93-2022 - 2022 Community Grant Recommendations - Intake # 2

Motion 209-2022

Moved By Young

Seconded By McConnell

That Council approve the 2022 Community Grant Allocation Recommendations for Intake #2, totaling \$13,750 as outlined in Staff Report 93-2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He spoke to the Community Grant Intake #1, the applications received in Intake #2, the meeting of the Community Grants Working Group, and the requests received.

Discussion was held regarding the review of the requests, the potential to be under budget with grants, and the applicants that decided not submit applications this intake.

Further discussion was held regarding Connect Youth and the YMCA, the bus programming, and where the left-over funds would be allocated if no further applications were received.

12.3 Staff Report 94-2022 - Update on By-law Services Specific to AMPS, VBR, and Property Standards

Shawn Merriman, Manager of Building & Bylaw, spoke to the report. He referenced the by-law changes that took effect in January, the creation of policy and processes, and creation of a FAQ section on the website. He spoke to the number of inspections, future letters to be sent requiring inspections, and anticipated date for compliance.

Mr. Merriman spoke to Administrative Monetary Penalty System, the updated ticket books, and referenced how the CGIS system has benefited the building department.

Mr. Merriman spoke to the Property Standards By-law, addressing habitual issues, the expected implications, and whether Council would prefer the department remain passive or be more active.

Discussion was held regarding a notice letter that was distributed to property owners regarding vacant buildings, the comments received from property owners, the purpose behind the by-law, and the penalties approved in the by-law.

Further discussion was held regarding concerns with the penalties expressed early in deliberation, similar fines between industrial and residential vacant buildings, and the potential to raise the fine for industrial or lower residential.

Mr. Merriman spoke to the attempt to keep revenue neutral and purpose to recuperate the cost rather than treat the fines as a penalty.

Discussion was held regarding the CIP program, ongoing conversations with property owners, and property inspections with the Fire Department.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 Joint Audit Committee

Motion 210-2022

Moved By Burton

Seconded By Ostrander

That By-Law 40-2022, being a by-law to appoint members to an Election Compliance Audit Committee for the Town of Prescott for the Council term

dated November 15, 2022 to November 14, 2026, 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.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

17.1 World Alzheimer's Day - September 21, 2022

Mayor Todd declared September 21, 2022 as World Alzheimer's Day in the Town of Prescott.

17.2 National Day of Truth and Reconciliation - September 30, 2022

Mayor Todd proclaimed September 30th, 2022 as National Day of Truth and Reconciliation in the Town of Prescott.

18. Period for Media Questions

There were no questions from the media.

19. Closed Session

There was no closed session.

20. Rise and Report

There was no rise and report.

Council Recessed at 7:18 p.m.

Mayor Todd vacated his seat at 7:18 p.m.

Council Resumed at 7:23 p.m.

Deputy Mayor Young assumed the chair at 7:23 p.m.

21. Staff Report 95-2022 - Bill 109 Resolution for Consideration

Motion 211-2022

Moved By Shankar

Seconded By Burton

That Council direct Staff to bring the resolution concerning Bill 109 as outlined in Staff Report 95-2022 for consideration to the Council meeting of October 3, 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He provided background on Bill 109, referenced the timelines, and potential delays that were beyond the control of the municipality.

Discussion was held regarding potential hold ups from external agencies, and clarity around when the timelines should begin.

Further discussion was held regarding the fees associated and the ability of staff to meet the current timelines.

22. Confirming By-Law – 41-2022

Motion 212-2022

Moved By McConnell
Seconded By Ostrander

That By-Law 41-2022, being a by-law to confirm the proceedings of the Council meeting held on September 20, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

23. Adjournment

Motion 213-2022

Moved By Shankar
Seconded By Burton

That the meeting be adjourned to Monday, October 3, 2022. (Time: 7:31 p.m.)

Carried



Mayor



Clerk