



PRESCOTT TOWN COUNCIL  
AGENDA

May 3, 2021  
6:00 pm  
Virtual Meeting

*Our Mission:*

*To provide responsible leadership that celebrates our achievements and invests in our future.*

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Pages

1. Call to Order
2. Approval of Agenda  
  
Recommendation  
That the agenda for the Council meeting of May 3, 2021, be approved as presented.
3. Declarations of Interest
4. Presentations
  - 4.1. Rideau St. Lawrence Update - Hugh George
5. Delegations
6. Minutes of the previous Council meetings
  - 6.1. Special Council Minutes - April 19, 2021

**Recommendation**

That the Special Council minutes dated April 19, 2021, be accepted as presented.

**6.2. Council Minutes - April 19, 2021**

4

**Recommendation**

That the Council minutes dated April 19, 2021, be accepted as presented.

**7. Communications & Petitions**

**7.1. Invitation to Eastern Ontario - Municipal Code of Conduct consultation**

12

**Recommendation**

For information.

**7.2. Fort Erie Resolution re: Federal Government Providing Transparency with Regard to Plans to Reopen the Canada-US Border**

14

**Recommendation**

For information.

**8. Consent Reports**

*All matters listed under Consent Reports are to be considered routine and will be enacted by one motion. Should a member wish an alternative action from the proposed recommendation, the member shall request that the item be moved to the applicable section of the agenda.*

**Recommendation**

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

**8.1. Information Packager (under separate cover)**

**9. Committee Reports**

**10. Mayor**

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

**12. Staff**

12.1.	Staff Report 41-2021 - Fire Department Report	17
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**Recommendation**

For information.

12.2.	Staff Report 42-2021 - RiverWalk Park Update	21
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**Recommendation**

For information.

12.3.	Staff Report 43-2021 - 2021 Centennial Pool Partnership	26
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**Recommendation**

That Council direct staff to develop and enter into a two-year agreement with the YMCA of Eastern Ontario for the programming at the Centennial Pool for 2021 and 2022, including clauses that address the ability to operate the pool due to COVID restrictions.

**13. Resolutions**

**14. By-laws**

**15. New Business**

**16. Notices of Motion**

**17. Mayor's Proclamation**

17.1.	National Harm Reduction Day	38
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**18. Period for Media Questions**

**19. Closed Session**

**Recommendation**

That Council move into Closed Session at \_\_\_\_\_ to address matters pertaining to:

18.1 Approval of Closed Session minutes

18.2 Purchase & Sale

- Under Section 239(2)(c) of the *Municipal Act* - a proposed or pending acquisition or disposition of land by the municipality or local board; and

That the CAO, Clerk, Interim Director of Operations, Economic Development Officer, and Deputy Clerk remain in the room.

20. **Rise and Report**

21. **Confirming By-Law – 27-2021**

39

**Recommendation**

That By-Law 27-2021, being a by-law to confirm the proceedings of the Council meeting held on May 3, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

22. **Adjournment**



**PRESCOTT TOWN SPECIAL COUNCIL  
MINUTES**

**Monday, April 19, 2021  
6:00 p.m.  
Virtual Meeting**

Present	Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, Mike Ostrander, Gauri Shankar, and Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Nathan Richard, Interim Director of Operations, Kaitlin Mallory, Deputy Clerk, Shawn Merriman, Manager of Building and By-Law, and Dana Valentyne, Economic Development Officer

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**1. Call to Order**

Mayor Todd called the meeting to order at 6:06 p.m.

**2. Approval of Agenda**

Motion 99-2021: McConnell, Burton

That the agenda for the Special Council Meeting of April 19, 2021, be approved as presented.

Carried

**3. Declarations of Interest - None**

## **4. Presentations**

### **4.1 Official Plan Review**

Matthew Armstrong, CAO/Treasurer, spoke to the processes involved and past presentations to Council and welcomed Nadia De Santi and Anita Sott from WSP.

Nadia De Santi, WSP, spoke to the purpose of the meeting, the process undertaken to date, and the background reports. Ms. De Santi reviewed the provincial requirements, and discussion papers including Economic Development, Housing and Compatibility, and Cultural Heritage.

Anita Sott, WSP, spoke to key recommendations from the discussion papers under Economic Development, Housing and Compatibility, and Cultural Heritage. She spoke to the next steps in the process and the timeline.

Discussion was held regarding the inclusion of tiny homes policies in the Official Plan, further funding for historical homes and properties, and how to incorporate mental health and lessons learned from the pandemic.

Further discussion was held regarding provincial consultation for developments in proximity to human made hazards, considering goods movement and transportation along the 401 corridor, embracing population in town, and extending the CIP funding area and RiverWalk District.

## **5. Delegations**

### **5.1 Sandra S. Lawn**

Ms. Lawn spoke to her written comments submitted to the Official Plan Review. She highlighted her comments and spoke to the importance of health, safety and wellbeing, economic development, and tourism.

### **5.2 Sandra Iseman**

Ms. Iseman spoke to her written comments submitted to the Official Plan Review. She referenced her comments and spoke to the importance of an environmental committee, the importance of our wetlands, and enacting a climate change plan.

Mayor Todd thanked both delegations for attending the meeting and contributing to the process.

Motion 100-2021: Young, Ostrander

That Council direct staff to prepare a new Official Plan for the Town of Prescott to guide land use decisions over the next 10 years; and

That Council hereby accepts the recommendations, as presented in the Background Report and Discussion Papers, and direct staff to proceed with the preparation of the new Official Plan; and

That Council give such direction as deemed necessary, based on public input and Council discussion.

Carried

**6. Confirming By-Law – 22-2021**

Motion 101-2021: Burton, Shankar

That By-Law 22-2021, being a by-law to confirm the proceedings of the Special Council meeting held on April 19, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**7. Adjournment**

Motion 102-2021: Shankar, Ostrander

That the meeting be adjourned. (Time: 7:39 p.m.)

Carried

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Mayor

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Clerk



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, April 19, 2021  
7:00 p.m.  
Virtual Meeting**

Present	Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, Mike Ostrander, Gauri Shankar, and Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Nathan Richard, Interim Director of Operations, Kaitlin Mallory, Deputy Clerk, Dana Valentyne, Economic Development Officer, and Shawn Merriman, Manager of Building and By-law

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**1. Call to Order**

Mayor Todd called the meeting to order at 7:43 p.m.

**2. Approval of Agenda**

Motion 103-2021: Shankar, Ostrander

That the agenda for the Council meeting of April 19, 2021, be approved as presented.

Carried



**3. Declarations of Interest – None**

**4. Presentations – None**

**5. Delegations – None**

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

**6.1 Council Minutes - April 6, 2021**

Motion 104-2021: Shankar, Burton

That the Council minutes of April 6, 2021, be accepted as presented.

Carried

**6.2 Special Council Minutes - April 12, 2021**

Motion 105-2021: Ostrander, Burton

That the Special Council minutes of April 12, 2021, be accepted as presented.

Carried

**7. Communications & Petitions – None**

**8. Consent Reports**

Motion 106-2021: McConnell, Jansman

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. Planning Advisory Committee Meeting Minutes – March 30, 2021
2. United Counties of Leeds and Grenville Media Release re: Appointment of new CAO Raymond Callery
3. Leeds, Grenville & Lanark Health Unit Notes from Weekly Zoom Call with Municipalities, MP's and MPP's – April 1, 2021

4. Township of Essa resolution of support re: Town of Orangeville's request to remove Schedule 3 from Bill 257 Supporting Broadband and Infrastructure Expansion Act, 2021
5. Township of Springwater resolution of support re: Endorsing Township of Springwater's Agricultural Advisory Committee regarding proposed Clean Fuels Standard

## **9. Committee Reports**

### **9.1 PAC Report 05-2021 - Site Plan Control Agreement (Major) - 763 King Street West**

Motion 107-2021: Burton, Ostrander

That Council approve Site Plan Control Agreement file number SPC 2017-763 King Street West subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest shall be paid to the Town of Prescott.
2. Any charges in relation to improvement or development shall be paid to the Town of Prescott.
3. Any securities or other instruments needed to be provided to the Town as a requirement of the site plan control agreement be submitted to the Town prior to commencement of work and stay in effect during the entire process until a final is granted.
4. That the agreement and schedules attached are registered on title.

Carried

Shawn Merriman, Manager of Building and By-law, spoke to the report. He provided Council with a background of the project, the OMB ruling requirements, and the next steps in the process.

Discussion was held regarding the Site Plan Agreement discussed at prior Planning Advisory Committee meetings, the mediated agreement between the parties involved, and seeing the project continue.

## **10. Mayor – None**

## **11. Outside Boards, Committees and Commissions - None**

## **12. Staff**

### **12.1 Staff Report 37-2021- Road Resurfacing 2021**

Nathan Richard, Interim Director of Operations, spoke to the report. He outlined the three categories of road work, the map indicating priority streets, the funding for the projects, and collaboration with the Township of Augusta for gravel shoulder work.

Discussion was held regarding the municipal infrastructure projects being considered essential construction, the condition of North Square, and the amount of good condition streets in Town based on the priority map.

### **12.2 Staff Report 38-2021 - 2021 RiverWalk District Clean Strategy**

Nathan Richard, Interim Director of Operations, spoke to the report. He referenced the goal of the strategy, the collaboration with downtown business owner's and the BIA, and having two dedicated seasonal staff members to focus on the project.

Discussion was held regarding Councillor Shankar acting as the Ambassador to the Clean Strategy, the pole wraps solution for select poles in the downtown.

Mayor Todd encouraged businesses in the north end to assist with property clean up.

### **12.3 Staff Report 39-2021 - 2021 Folkfest Community Grant**

Motion 108-2021: Young, Burton

That Council approve a total of \$7,500 for the Folkfest as part of the 2021 Community Grants.

Carried

### **12.4 Staff Report 40-2021 - Server Modernization**

Motion 109-2021: Ostrander, Young

That Council approve the purchase and installation of a new host server and the associated software licensing in the amount of \$40,237.26 plus taxes, by utilizing \$29,000 of Municipal Modernization Funding, with the remaining amount being supported by the operational budget.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the replacement of the server, the licensing requiring updating, and moving the old server to the fire hall.

Discussion was held regarding the costs associated with the installation coming from the Municipal Modernization Funding and the timeline for the replacement.

### **13. Resolutions**

#### **13.1 Cannabis License Holder Notification to Municipalities**

Motion 110-2021: Young, Ostrander

WHEREAS the Government of Canada introduced Bill C-45 (the *Cannabis Act*) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession; and

WHEREAS there is no direct communication or dedicated effort to provide a communication channel between Municipal government staff or Police Agencies for dealing with Health Canada Registrations and Licenses; and

WHEREAS there is a need for the Federal government to enact legislation to better support local governments with land use management and enforcement issues as they relate to Cannabis Production and Processing.

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Prescott request that Health Canada:

1. 1. Require Federal Licenses and Registration for any Licensee for growing, cultivating, extracting of cannabis to ensure local authorities are provided with notification of any license issuance, amendment, suspension, reinstatement or revocation within their region;
2. Provide dedicated communication with local governments, Fire services, and Police services;
3. Provide lawful authority to Police agencies to lay charges when registered or licenses operations grow in excess of their registration or license through Health Canada; and
4. Provide enforcement support and guidance to local municipalities for dealing with land use complaints relating to Cannabis;

AND FURTHER THAT That a copy of this resolution be sent to the Honourable Patty Hajdu, Minister of Health, Canada, Honourable Christine Elliott, Minister of Health, Ontario, MP Barrett, Leeds-Grenville-Thousand Island and Rideau Lakes, MPP Steve Clark, Minister of Municipal Affairs

and Housing, the Association of Municipalities of Ontario (AMO); and municipalities in Leeds and Grenville.

Carried

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

##### **14.1 Local Authority Services (LAS) Agreement**

Motion 111-2021: Young, Ostrander

That By-Law 23-2021, being a by-law to authorize an agency appointment and retainer agreement with Local Authority Services (LAS) regarding natural gas procurement and to repeal By-Law 43-2017, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

##### **14.2 Sale of Surplus Land - 555 King Street West**

Motion 112-2021: Burton, Young

That By-law 24-2021, being a by-law to authorize the sale of land by the Corporation of the Town of Prescott to the Corporation of the United Counties of Leeds and Grenville; that land being Part of Lots 45,46, 7 47 S/S King Street, Block 3, Plan 19, Town of Prescott, designated as Part 7 on 15R6207 being Part of PIN 68162-0065 (LT).

Carried

##### **14.3 Site Plan Agreement - 763 King Street West**

Motion 113-2021: Ostrander, Shankar

That By-Law 25-2021, being a by-law to authorize a Site Plan Agreement between the Corporation of the Town of Prescott and Robert and Teresa Pelda for the redevelopment of Wiser Hall, located at 763 King Street West, be 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**

Motion 114-2021: Burton, Shankar

That Council move into Closed Session at 8:37 p.m. to address matters pertaining to:

18.1 Approval of Closed Session Minutes

18.2 Community Awards

- Under Section 239(2)(b) of the *Municipal Act* - personal matters about an identifiable individual, including municipal or local board employees; and

18.3 Purchase & Sale

- Under Section 239(2)(c) of the *Municipal Act* - a proposed or pending acquisition or disposition of land by the municipality or local board; and

That the CAO/Treasurer, Clerk, Interim Director of Operations, Deputy Clerk and Economic Development Officer remain in the room.

Carried

**19. Rise and Report**

During the Closed Session, Council accepted the Closed Session minutes as presented on Item 18.1 – Approval of the Closed Session Minutes and provided staff with direction on Items 18.2 – Community Awards and Item 18.3 - Purchase and Sale.

**20. Confirming By-Law – 26-2021**

Motion 115-2021: McConnell, Ostrander

That By-Law 26-2021, being a by-law to confirm the proceedings of the Council meeting held on April 19, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**21. Adjournment**

Motion 116-2021: Shankar, Young

That the meeting be adjourned to Monday, May 3, 2021 at 6:00 p.m.

(Time: 9:02 p.m.)

Carried

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Mayor

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Clerk

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



April 27, 2021

Dear Head of Council,

As you may be aware, the Ontario government is consulting on how to strengthen accountability for municipal council members. We want to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials ethically and responsibly. More information on the scope of consultations can be found at [Ontario.ca](https://ontario.ca).

As part of this work, my colleague Jill Dunlop, Associate Minister for Children and Women's Issues will be seeking input from members of council representing each of Ontario's municipalities through one of two hour-long telephone townhall sessions with municipal representatives from Eastern Ontario's municipalities on May 20, 2021 at 1:45 PM EDT.

This session will provide participants with the opportunity to share their valuable feedback on:

- what changes or mechanisms are needed to better hold council members accountable for municipal code of conduct violations;
- how to effectively enforce these codes
- whether a broader range of penalties for violations of the codes of conduct are needed; and
- the circumstances in which these potential penalties could be applied.

Please identify one member of your council to participate in the session. Once chosen, the one identified member of your council should register via [Eventbrite](https://eventbrite.com) by Thursday, May 6, 2021. The registered member will receive instructions about how to participate in the session prior to the meeting.

We have also launched an online survey to seek input on ways to strengthen accountability mechanisms for municipal council members. I encourage members of council and municipal staff to provide their input on this important topic through the online survey: [Consultation: Strengthening accountability for municipal council members | Ontario.ca](https://ontario.ca). This online survey will be available until July 15, 2021. Please share this link with your municipal staff.

I hope you will accept this invitation to participate in this session, as we look forward to hearing your feedback on how to strengthen accountability for municipal council members.

Sincerely,





Steve Clark

Minister of Municipal Affairs and Housing

- c: Clerk and Chief Administrative Officers  
Jill Dunlop, Associate Minister of Children and Women's Issues  
Kate Manson-Smith Deputy Minister, Ministry of Municipal Affairs and Housing  
Marie-Lison Fougère, Deputy Minister Responsible for Women's Issues



## Community Services

### Legislative Services

April 27, 2021

File #120203

Sent via email: [Justin.trudeau@parl.gc.ca](mailto:Justin.trudeau@parl.gc.ca)

The Right Honourable Justin Trudeau,  
Prime Minister of Canada  
House of Commons  
Ottawa, ON K1A 0A6

Honourable and Dear Sir:

**Re: Federal Government Providing Transparency with Regard to Plans to Reopen the Canada-US Border**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 passed the following resolution:

**Whereas** in March 2020 the unprecedented step was taken to close the Canada-United States border to all non-essential discretionary traffic to prevent the spread of COVID-19, and

**Whereas** that closure has been extended 30 days at a time for over a year, with only limited travel exceptions available for purposes deemed essential by the federal government, and

**Whereas** the Municipal Council of the Town of Fort Erie passed a resolution May 4, 2020 requesting that the border remain closed until such a time that the situation in the United States has improved, and

**Whereas** the health threat caused by COVID-19 currently remains, vaccination efforts in both countries are accelerating with the intended objective of having at least one vaccine dose available for all adults in both countries by Summer, and

**Whereas** the border closure continues to have an incredible social and economic impact on the communities located along it, including spouses, children and other loved ones who remain separated from each other, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)

**Whereas** Canada shares the longest undefended border in the world and our largest trade partnership with the United States, and it would be desirable to resume the free movement of goods and people across that border when it is safe to do so, and

**Whereas** United States President Joe Biden has signed an executive order directing the US work alongside the Canadian and Mexican governments to plan for the eventual withdrawal of existing land border restrictions, and

**Whereas** despite assurances by the Canadian federal government that the border will reopen, there has been no transparency on efforts being undertaken to achieve that goal, and no plan provided outlining the steps and metrics necessary to achieve that goal or what that opening will look like;

**Now therefore be it resolved,**

**That:** The Municipal Council of the Town of Fort Erie requests that Canadian and US officials continue to work together to formulate the plan necessary to permit the safe eventual full reopening of the Canada-US border to all traffic, and further

**That:** The Municipal Council of the Town of Fort Erie requests that the Canadian Federal government provide transparency on the steps and metrics necessary to reopen the border and what a reopened border will look like and any phasing in, as deemed appropriate, and further

**That:** The Municipal Council of the Town of Fort Erie requests that The Public Health Agency of Canada coordinate with their provincial and municipal counterparts to immediately vaccinate our front-line Canadian Border Services Agency officers, and further

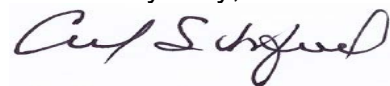
**That:** The Municipal Council of the Town of Fort Erie extends their appreciation to all officials in both Canada and the United States involved for their continual efforts on conveying the concerns and challenges border communities have faced during the pandemic, and further

**That:** A copy of this resolution be circulated to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Bill Blair, Minister of Public Safety, The Honourable Patty Hajdu, Minister of Health (Canada), Joe Biden, President of the United States of America, Alejandro Mayorkas, United States Secretary of Homeland Security, Tony Baldinelli, Member of Parliament for Niagara Falls, Brian Higgins, US Congressman for the 26<sup>th</sup> District of the State of New York, Chris Jacobs, US Congressman for the 27<sup>th</sup> District of the State of New York, United States Senators Chuck Schumer and Kristen Gillibrand, all Members of Parliament representing constituencies of border crossing

municipalities along the Canada-US border, the Co-Chairs of the United States Congress Northern Border Caucus, and all border crossing Mayors of municipalities along the Canada-US border.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

C.C.

45-2020





		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

## STAFF REPORT TO COUNCIL

Report No. 41-2021

May 3, 2021

From: Renny Rayner, Fire Chief

RE: Fire Department Report

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### Recommendation:

For information.

### Background / Analysis:

#### Operational

The first month as Fire Chief has been a whirlwind of activity. My first objective was to meet all personnel. Fourteen fire calls for service were received in fourteen days, so this allowed me to quickly become acquainted with the members.

Two significant calls PFD attended outside of Prescott included a major structure fire in Edwardsburgh/Cardinal, and a grass fire in Augusta. I was very impressed how our firefighters worked with their counterparts to mitigate each incident. I am very fortunate to work with such a skilled and well-trained group.

Due to the current lockdown, we have suspended training for the present time, but all equipment is still being thoroughly maintained on a modified schedule with groups of two members working together throughout the month. We will continue to monitor and adjust training opportunities, as necessary.

#### Administrative

Chief Moorhouse provided an overview of the department and the status of the fleet, personnel, and PPE. Mr. Moorhouse has been invaluable to ensure a seamless transition for the department. The level of respect the entire department has for Barry is very evident and he will be missed.



		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

Fire Administrator Tracy Day has been a wealth of knowledge in areas such as budget, current policies, and the day-to-day operations of the department. Ms. Day has brought me up to speed in a short amount of time.

In the next few months, I would like to assess the department apparatus, SCBA and PPE.

The fire department building is state of the art and was constructed with future needs taken into consideration. This will position the Town and the department to provide continued excellent service to our residents.

The First Quarter Fire Department report for 2021 provides a brief overview of the calls for service, department activity along with monthly volunteer hours and member years of service anniversaries. I would like to congratulate all members for their dedication and time put into the fire department.

**Attachments:**

2021 1<sup>st</sup> Quarter Fire Department Report.

*Submitted by*

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Renny Rayner  
Fire Chief

**PRESCOTT FIRE DEPARTMENT**  
**1st Quarter Report**

<b>2021</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>
Dispatched Calls for month	<b>12</b>	<b>16</b>	<b>6</b>
<i>Structure Fire</i>	<b>0</b>	<b>1</b>	<b>0</b>
<i>Activated Alarms/CO Alarms</i>	<b>1</b>	<b>6</b>	<b>0</b>
<i>Heating/Electrical</i>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Burning Complaint/Grass, Brush Fire</i>	<b>0</b>	<b>0</b>	<b>2</b>
<i>Vehicle Fire/ Motor Vehicle Accident</i>	<b>2</b>	<b>2</b>	<b>2</b>
<i>Medical Assist</i>	<b>4</b>	<b>5</b>	<b>2</b>
<i>Other Fire Calls/ Public Assist</i>	<b>5</b>	<b>1</b>	<b>0</b>
<i>Mutual Aid</i>	<b>0</b>	<b>1</b>	<b>0</b>
MTO Claims	<b>0</b>	<b>1</b>	<b>0</b>
Calls in Augusta	<b>0</b>	<b>3</b>	<b>1</b>
Calls in Edwardsburg/Cardinal	<b>2</b>	<b>2</b>	<b>0</b>
Total Volunteer Hours	<b>531</b>	<b>372</b>	<b>334</b>
Total Officer Calls	<b>12</b>	<b>11</b>	<b>12</b>
Year to date calls: <b>March 31<sup>st</sup></b>	<b>34</b>		

## **Highlights**

### **January**

- January training:
  - WHMIS
  - Review of Violence and Harassment Policy
  - Firefighter Survival (training with props)
  - First Aid/CPR/AED recertification (weekend special practice Jan 23/30)
- Continued in-house equipment maintenance
- New Hires: Kevin Barrow / Josh Perrin / Dan Walker
- Resignations: John Henry (January 5<sup>th</sup>) Ken Rundle (January 31<sup>st</sup>)

### **February**

- February Training:
  - Firefighter Skills / Challenge
    - Hydrants / Knots / SCBA / Ladders / Water Rescue equipment / Defib unit
- Compressor bi-annual sample testing completed and passed
- Continued in-house equipment maintenance

## March

- March Training:
  - Firefighter Skills  
Extrication techniques / Ventilation / SCBA / truck familiarization
  - JAWS Special Practice (March 20th/27th)
- Participated in TSSA's March 2021 CO Campaign
  - CO Awareness material was mailed out to the residents of Prescott
  - Social media messaging posted on Facebook and Twitter
  - Participated in virtual media event hosted by Brockville Fire Department
- Continued in-house equipment maintenance

## Anniversaries

- John Henry – 10 years (Jan)
- Chris Veltkamp – 8 years (Jan)
- Tyler Savage – 1 year (Jan)
- Andrew Scott – 1 year (Jan)
- Brent Norton – 40 years (Feb)
- George Prosser – 32 years (Feb)
- Tim Markus – 5 years (Feb)
- Scott Stephenson – 5 years (Feb)





		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

## STAFF REPORT TO COUNCIL

Report No. 42-2021

**Date:** May 3, 2021

**From:** Nathan Richard, Interim Director of Operations

**RE:** RiverWalk Park - Project Update

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### Recommendation:

For Information.

### Background:

At the Council meeting of April 19, 2021, Council asked staff to review native vs non-native species to be contemplated for RiverWalk Park tree and shrub upgrades.

### Analysis:

#### RiverWalk Park

Staff proposed a total quantity of 40 new trees / shrubs / bushes to be planted in the park during the spring of 2021. The new greenery was chosen to enhance the dimension of the existing plants by adding more volume, height, and colour.

Many other constraints were reviewed when choosing trees to plant in the park; underground infrastructure such as water pipes, electrical wires and conduits, a large tieback system for the river retaining wall, and the underlying soils at depth. Consideration also needs to be provided to the condo building located north of the park as, the Mariner's Club, does have restrictive covenances in place.

		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

Schedule D – Special Conditions, from the Mariner’s Club agreement indicates that:

- d. *The municipal park shall be a mixture of green space keeping with adjacent surroundings including the St. Lawrence River waterfront, the historic buildings and the quality and architectural style of the Building. In the construction of the park, the Town shall consult reasonably and obtain input from the Board of the Condominium.*

The greenery previously chosen had 7 of 40 (18%) items that were classified as native. Staff have confirmed the substitution of native species will result in a native planting percentage that is in the 50% range.

This report also provides shade ideas for RiverWalk Park as shown in Attachment A. Staff are investigating options, within the existing concrete components of the park, to confirm if the existing concrete could be utilized for the structural posts required for a shade sail or if the posts will need to be installed independent of the existing concrete features in the park.

## **Alternatives**

Council could defer these infrastructure projects to a future year, which is not recommended due to the poor pavement condition and the noted deficiencies in the underground infrastructure.

## **Financial Implications:**

No changes to the financial implications of the project.

## **Environmental Implications:**

All efforts will be made by staff and contractors to reduce greenhouse gas emissions on the projects and re-utilize / recycle materials whenever possible.



		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

**Attachments:**

Attachment A - Shade Sail ideas

*Submitted by*

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Nathan Richard, Interim Director of Operations

		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		

**Attachment A - Shade Sail ideas (free span fabric structures)**



		Date Req'd
Information Purposes	X	May 3 '21
Policy / Action Req'd		
Strategic Plan		





		Date Req'd
Information Purposes		
Policy / Action Req'd	X	May 3 '21
Strategic Plan		

## STAFF REPORT TO COUNCIL

Report No. 43-2021

**Date:** May 3, 2021

**From:** Matthew Armstrong, Chief Administrative Officer & Treasurer

**RE:** 2021 Centennial Pool Partnership

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### Recommendation:

That Council direct staff to develop and enter into a two-year agreement with the YMCA of Eastern Ontario for the programming at the Centennial Pool for 2021 and 2022, including clauses that address the ability to operate the pool due to COVID restrictions.

### Background:

The Town is continually exploring partnership opportunities with service providers that are experts in their field. The YMCA has been serving Brockville and the area since 1860. Over the last couple of years, they have worked to expand services to Gananoque and North Grenville. "Nationally, the YMCA has a long and rich history in Aquatics. Since 1906, we've taught tens of thousands of children to swim through our nationally-accredited YMCA swim programs. The YMCA was the first to launch group swimming lessons."

The YMCA offers Aquatics programming including swimming lessons, aquatic certifications, and aquatics fitness classes.

### Analysis:

The YMCA is a well-respected organization and internationally recognized brand. Staff have met with representatives of the YMCA over several meetings to explore the concept of a partnership for the programming at Centennial Pool.

		Date Req'd
Information Purposes		
Policy / Action Req'd	X	May 3 '21
Strategic Plan		

There are two options that have been explored in light of the unknowns of COVID restrictions. These options are detailed below. Any agreement that is developed between the Town of Prescott and the YMCA of Eastern Ontario will include clauses that address the ability to operate the pool due to COVID restrictions.

Option A – Pool operating but without swimming lessons:

	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
3 weeks before June 27 <sup>th</sup>	9:00 am to 5:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	9:00 am to 5:00 pm
June 27 <sup>th</sup> to Aug 28 <sup>th</sup>	9:00 am to 5:00 pm	9:00 am to 7:00 pm	9:00 am to 7:00 pm	9:00 am to 7:00 pm	9:00 am to 7:00 pm	9:00 am to 6:30 pm	9:00 am to 5:00 pm
1 week after August 28 <sup>th</sup>	9:00 am to 5:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	2:30 pm to 7:00 pm	9:00 am to 5:00 pm

The estimated cost of the above option is approximately \$54,900, assuming the three weeks in June and one week after August 28<sup>th</sup> are included.

Option B – Pool operating with swimming lessons in July and August:

The schedule would remain the same as the above with the following added services:

- 9:00 am to 10:00 am Monday to Friday – Swim Team
- 10:00 am to 12:00 pm Monday to Friday – Swimming Lessons

The estimated cost of this option is approximately \$59,900, assuming the three weeks in June and one week after August 28<sup>th</sup> are included.

The agreement will be designed in such as way to allow both the Town and YMCA to address restrictions due to COVID. This will include the pool opening and closing dates and whether lessons will be possible.



		Date Req'd
Information Purposes		
Policy / Action Req'd	X	May 3 '21
Strategic Plan		

The 2021 Projects Budget included the replacement of the pool pump and filter this year. The pool filter vessel was able to be reused and staff removed the sand from the filter, replace the inner workings, and reinstalled new sand, thus saving on a complete replacement. The pool pump has arrived and will be installed and wired by the middle of May. By utilizing our internal staff and sourcing of replacement parts for the filter, the project was done efficiently and underbudget.

#### **Financial Implications:**

The 2021 budget for the pool included \$60,000 in salaries, training, and uniforms. This amount is sufficient to cover either option outlined above.

#### **Attachments:**

- YMCA of Easter Ontario & Town of Prescott Collaboration Presentation

*Submitted by*

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Matthew Armstrong, Chief Administrative Officer & Treasurer





# **YMCA OF EASTERN ONTARIO, & The Town of Prescott Collaboration**



# Serving the Brockville Area.....



Six-year-old Meghan Worsnop, the daughter of Susan Worsnop, of 776 Tupper Avenue, was one of 120 girls presented with a certificate by program director Michelle Salter following the conclusion of the Learn-to-Swim program. The little girl was afraid of the water when she first started the program but now enjoys the water and can swim a short distance. (Staff Photos)



Games Room in New Park Street Y



## A YMCA Timeline

- 1860 - Brockville YMCA established
- 1912 - Founding Member of YMCA Canada
- 1916 - Runs military training for soldiers
- 1958 - Y Centre moves to 49 King St. E
- 1963 - Y Centre moves to 2<sup>nd</sup> floor of City Hall
- 1972 - YMCA opening at 345 Park Street
- 1981 - Citizen's rally to save the YMCA
- 1987 - Organization of the Year - Chamber
- 1996 - D.B. Green swimming pool opens
- 1997 - Organization of the Year - Chamber
- 2004 - Change's name to Brockville and Area
- 2004 - Summer Camp Expansion - Prescott
- 2006 - Expansion, Child Care, Prescott & Athens
- 2006 - YMCA Foundation established
- 2010 - Celebrating 150 years of service!**
- 2013 - Expansion of Home Child Care
- 2015 - Expansion of School Age Care
- 2017 - Capital Re-investment to Pool
- 2018 - Programming expansion, Gananoque
- 2019 - YMCA of Eastern Ontario established
- 2019 - Summer Camp expansion, Kemptville
- 2019 - Free Teen Night launched
- 2020 - Free Teen Drop-In Centre created
- 2020 - Celebrating 160 years of service!**
- 2021 - Assisted in establishing Warming Centre
- 2021 - Remote learning homework program





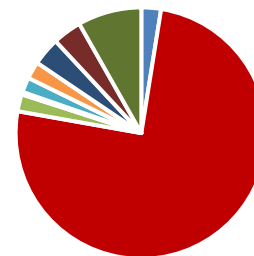
# Serving the Brockville & Area



## The Brockville YMCA Today

- Ø Over 170,000 individual visits per year
- Ø Over 400 families receive Child Care
- Ø Over 350 kids access camp
- Ø Serving ALL ages groups
- Ø Large employer of youth
- Ø Local economic driver
- Ø **25% of users receive subsidy**
- Ø 80,000 pool visits per year
- Ø Over 5000 people served each year
- Ø Over 600 swim lessons per year
- Ø 22 schools and 655 Students taught to swim
- Ø **No one is turned away due to an inability to pay**
- Ø YMCA is not a government funded agency
- Ø **4% of members reside in Prescott**
- Ø Friday Night Teen Night 180 per / average age of 15.5
- Ø Teen Drop In operating at COVID capacity, one of the only in person programs running consistently

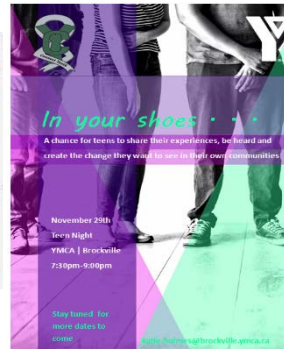
## Membership Makeup



- Athens
- Brockville
- Elizabethtown
- Kemptville
- Lyn
- Maitland
- Mallorytown
- Prescott
- Other



# Supporting Local and Partnerships



## Partnerships at a Glance

- Ø Leeds and Grenville Interval House
- Ø Brockville Area Community Living Association
- Ø Community Brain Injury Services
- Ø The Royal - Mental Health - Care and Research
- Ø Brockville General Hospital
- Ø Lanark, Leeds & Grenville Addictions and Mental Health
- Ø Developmental Services Leeds and Grenville
- Ø Brockville, District Area Community Involvement
- Ø Family and Children's Services
- Ø Canadian Tire Jumpstart
- Ø Children's Mental Health
- Ø Special Olympics
- Ø Upper Canada River Otters Swim Club
- Ø Employment and Education Centre
- Ø Every Kid In Your Communities
- Ø United Way of Leeds and Grenville
- Ø Brockville Housing Partnership
- Ø Municipality of North Grenville
- Ø Town of Prescott (In Progress with Town Staff)
- Ø Town of Gananoque (In Progress)
- Ø Lanark , Leeds Grenville Public Health
- Ø Pathways to Education
- Ø Youth Diversions
- Ø Homebase Housing
- Ø Ventures Group Home
- Ø Fulford Academy
- Ø Brockville Public Library
- Ø Brockville Police
- Ø Syrian Refugee Initiative

***“Building healthy communities”***



# Municipal, YMCA Partnerships

## Small – Mid Market YMCA's Partnership Examples

- Ø YMCA of Southwestern Ontario
  - Ø Lambton Shores YMCA
  - Ø Parkhill YMCA
  - Ø Clinton YMCA
  - Ø Petrolia YMCA
  - Ø Warwick YMCA
  - Ø Bostwick YMCA (London Ontario)
  - Ø Stoney Creek YMCA (London Ontario)
- Ø YMCA of Simcoe Muskoka
  - Ø Wasaga Beach YMCA
- Ø YMCA of Owen Sound Grey Bruce
  - Ø Owen Sound YMCA
  - Ø Saugeen Shores YMCA (current build)
- Ø YMCA of Central Eastern Ontario
  - Ø Quinte West YMCA
- Ø YMCA of Niagara
  - Ø Port Colborne YMCA

*“Building healthy communities”*







# YMCA Aquatics

**Nationally, the YMCA has a long and rich history in Aquatics. Since 1906, we've taught tens of thousands of children to swim through our nationally-accredited YMCA swim programs. The YMCA was the first to launch group swimming lessons.**





# Aquatics Programming

- **Swimming Lessons :** Taught by certified YMCA instructors, our swimming lessons equip participants with lifelong skills to help them be safe in and around the water. We've taught tens of thousands of children to swim through our nationally-accredited YMCA swim programs since we offered the very first YMCA swimming lesson in Canada over 100 years ago.
- **Aquatic Certifications:** Open the door to employment and volunteer possibilities through our YMCA Aquatic Certifications programs. Certification as a lifeguard (Lifesaving Society Program) or swimming instructor can lead to employment opportunities at the YMCA and elsewhere. Participants develop leadership skills that can have a profound impact on future successes.
- **Aquatics Fitness Classes:** The resistance of the water strengthens muscles as participants push and pull their bodies through the water. While moving at top speed, or any speed, body weight is supported by the buoyancy of the water, so you reduce the impact on your joints as you improve your cardiovascular fitness. Due to its low impact aquatic fitness classes are a great option for those with mobility issues.





# Advocacy and Resolution

**news** Drowning deaths renew calls for newcomer swim classes

## Drowning deaths renew calls for newcomer swim classes

f t +

Abdulahi Elmi worries about his inexperienced family's safety around water

CBC News ·  
Posted: Jul 09, 2018 6:07 AM CT | Last Updated: July 9



The drowning deaths of two newcomers to Canada in Kenora last week has other newcomers worried about their safety around lakes and pools. (CBC)

<https://www.cbc.ca/news/canada/manitoba/newcomer-swim-safety-drowning-1.4738754>

**news** Lifeguards running dry in National Capital Region

## Lifeguards running dry in National Capital Region

f t +

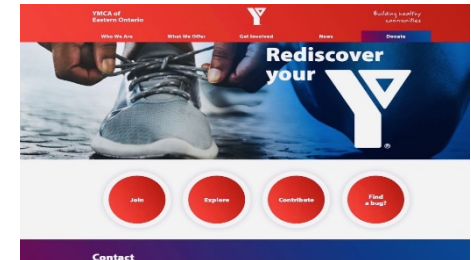
Ottawa employs roughly 1,100 lifeguards

CBC News ·  
Posted: Jul 12, 2018 4:00 AM ET | Last Updated: July 12



Camping Cantley has had to close their second pool because they do not have a lifeguard to oversee it. (Carla Oliveira/Radio-Canada)

<http://www.cbc.ca/news/canada/ottawa/lifeguard-shortage-ottawa-gatineau-1.4743242>







QUESTIONS?



## **PROCLAMATION NATIONAL HARM REDUCTION DAY**

**WHEREAS** International Harm Reduction Day aims to promote evidence passed on public policy, practice, and human rights; and

**WHEREAS** harm reduction approaches involve working with the person using substances so they use in a safer way, without expecting them to stop using. This approach recognized that some people may not want, or be ready to stop completely; and

**WHEREAS** Harm Reduction services allows people the opportunity to connect with available community resources.

**THEREFORE**, the Council of the Corporation of the Town of Prescott does hereby recognize Friday, May 7<sup>th</sup>, 2021, as “National Harm Reduction Day” in the Town of Prescott.

Dated this 3<sup>rd</sup> day of May, 2021.

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W. Brett Todd, Mayor

**THE CORPORATION OF THE  
TOWN OF PRESCOTT**

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**BY-LAW NO. 27-2021**

**A BY-LAW TO ADOPT THE PROCEEDINGS OF THE COUNCIL  
MEETING HELD ON MAY 3, 2021**

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**WHEREAS**, Section 5(3) of *the Municipal Act, 2001 S.O. 2001, c.25, as amended*, provides that Council's powers shall be exercised by by-law; and

**WHEREAS** certain actions of Council do not require the enactment of a specific by-law;

**NOW THEREFORE BE IT RESOLVED THAT**, the Council of the Corporation of the Town of Prescott enacts as follows:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Council meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Town to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law.
3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.
4. Any member of Council who complied with the provisions of Section 5 of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

**READ AND PASSED, SIGNED AND SEALED THE 3<sup>rd</sup> DAY OF MAY, 2021.**

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**Mayor**

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**Clerk**