



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, April 4, 2022  
6:00 p.m.  
Council Chambers  
360 Dibble St. W.  
Prescott, Ontario**

Present	Mayor Brett Todd, Councillor Leanne Burton, Councillor Teresa Jansman, Councillor Lee McConnell, Councillor Mike Ostrander, Councillor Gauri Shankar, Councillor Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Nathan Richard, Interim Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief, Samantha Joudoin-Miller, Manager of Community Services

---

**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 Oneida and Haudenosaunee Peoples.

He then called the meeting to order at 6:03 p.m.

**2. Approval of Agenda**

Motion 80-2022

Moved By Ostrander

Seconded By Shankar

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

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 March 21, 2022**

Motion 81-2022

Moved By McConnell

Seconded By Burton

That the Council minutes dated March 21, 2022, be accepted as presented.

Carried

**7. Communications & Petitions**

There was nothing under communications and petitions.

**8. Consent Reports**

Motion 82-2022

Moved By Young

Seconded By Shankar

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 Approved Minutes – December 22, 2021
2. Police Services Board Meeting Approved Minutes – March 1, 2022
3. BIA Meeting Approved Minutes – February 8, 2022
4. Township of Augusta resolution of support re: River Route Transit Program Continuation
5. United Counties of Leeds and Grenville Media Release – March 24, 2022
6. Leeds, Grenville & Lanark District Health Unit Weekly Call with Municipalities, MP's and MPP's – March 25, 2022
7. The Grenville Sentinel No. 311 – January/ February 2022 Publication
8. City of Waterloo resolution of support re: Energy Performance Tiers and Timelines in next edition of Ontario Building Code

9. Town of Fort Erie resolution of support re: Climate Change Action
10. Town of Georgina resolution of support re: Imposing Limitations upon the Purchase of Goods that can easily be traced to have originated from Russia

## **9. Committee Reports**

There were no committee reports.

## **10. Mayor**

Mayor Todd spoke to his attendance at the one-year anniversary celebration for the South Grenville Beacon, a meeting with MPP Steve Clark on Friday, a Joint Collaborative Economic Task Force Committee meeting held on March 22, an upcoming Joint Special Council meeting with the Township of Augusta being held on April 6, and a Prescott Police Services Board meeting held on March 31.

Mayor Todd spoke to a recent article in the Recorder and Times regarding the Fort Town Night Run event.

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

Councillor Burton spoke to the March Break Scavenger Hunt held over March Break, the upcoming Community Cleanup Day, and the success of the LG Small Business & Trade Show. She stated that the Compost Yard will be opening on April 19 and that street sweeping had begun.

Councillor Jansman spoke to her attendance at a Planning Advisory Committee meeting held on March 24, the LG Small Business & Trade Show, and the Augusta Township Mayor's Breakfast held on March 25.

Councillor McConnell spoke to the Library's Welcome Back to the Library event taking place April 11 to April 14 and outlined the daily events.

Mayor Todd congratulated Jane McGuire on her upcoming retirement.

Councillor Ostrander spoke to his attendance at the LG Small Businesses & Trade Show, the South Grenville Beacon's first anniversary event, and spoke to the office location of Connect Youth in Brockville.

Councillor Shankar spoke to his attendance at the LG Small Business & Trade Show, the Joint Economic Task Force Committee meeting, and Mayor's Breakfast in Augusta.

Councillor Young spoke to his attendance at the St. Lawrence Lodge Committee of Management meeting and congratulated Fire Chief, Renny Rayner on his first anniversary.

Mayor Todd spoke to the teamwork of staff and Council and referenced an upcoming event in April to provide an opportunity to showcase the status of the Recreation Facility.

## **12. Staff**

### **12.1 Staff Report 40-2022 - Augusta - Prescott Automatic Fire Aid Agreement**

Motion 83-2022

Moved By Burton

Seconded By Ostrander

That Council direct staff to bring forward the Augusta – Prescott Automatic Fire Aid Agreement for final discussion and consideration to the Council meeting of April 19, 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He stated that the agreement was similar to the approved agreement with the Township of Edwardsburgh Cardinal and referenced the terms of the agreement.

Renny Rayner, Fire Chief, stated that the agreement would streamline service and maintain a great level of service to the Township of Augusta.

Discussion was held regarding the partnership between both fire departments, the agreement term of four years, and the inclusion of a sunset clause.

## **12.2 Staff Report 41-2022 - Flag Policy**

Motion 84-2022

Moved By Ostrander

Seconded By Shankar

That Council provide feedback regarding the draft Flag Policy outlined in Staff Report 41-2022 to staff by April 12, 2022; and

That staff be directed to bring the Flag Policy to the Council meeting of April 19, 2022, for final consideration and discussion.

Carried

Lindsey Veltkamp, Director of Administration/Clerk spoke to the report.

Discussion was held regarding the National Day of Truth and Reconciliation and Haudenosaunee flags.

Renny Rayner, Fire Chief, left the meeting at 6:31 p.m.

Mayor Todd spoke to a request to recognize on May 5th in recognition of National Day of Awareness for Missing and Murdered Indigenous Women, Girls and opportunities to provide the public with educational displays at the Museum.

## **12.3 Staff Report 42-2022 - Recreation Complex Field Phase II Planning**

Motion 85-2022

Moved By Burton

Seconded By McConnell

That Council direct staff to elicit feedback from local user groups for the outdoor recreation activities as part of Phase II of the Recreation Complex planning; and

That staff report back to Council with the feedback and a draft layout of the Recreation Complex in May 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the Recreation Master Plan, phase II which includes the outdoor

amenities, and scheduling conversations with outdoor clubs and organizations to determine community needs.

Nathan Richard, Interim Director of Operations, spoke to the amenities included in the recreation complex field including a dog park, a pathway, and a skatepark.

Samantha Joudoin-Miller, Manager of Community Services, spoke to scheduling conversations with organizations.

Discussion was held regarding the outdoor fields, the paved pathway, the proximity of the dog park to the children's area, and timeline associated with the outdoor space.

Further discussion was held regarding phase II, a draft field layout coming back to Council for review, consideration for different activities, and the limited available space.

#### **12.4 Staff Report 43-2022 - Financial Report - February 2022**

Matthew Armstrong, CAO/Treasurer spoke to the report.

Council requested a follow up report come back for information comparing the Town of Prescott's tax, water and sewer rates to other municipalities.

#### **12.5 Staff Report 44-2022 - Canada Community Revitalization Fund - Update**

Motion 86-2022

Moved By Jansman

Seconded By Burton

That Council direct staff to create the By-law necessary to enter into the Canada Community Revitalization Fund agreement and that it be included on the Council Agenda for April 19, 2022, for final discussion and consideration.

Carried

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

Dana Valentyne, Economic Development Officer, spoke to the funding, the use of the funds which include the public pop-up shops, and timeline for implementation.

Discussion was held regarding the total cost of the projects and the Town's contribution.

Further discussion was held regarding the upcoming summer season and working with new entrepreneurs and downtown businesses.

## **12.6 Staff Report 45-2022- Resolution of Support re: Hospital Funding**

Motion 87-2022

Moved By Jansman

Seconded By Burton

That Council direct staff to bring back a resolution in support of the Town of Bracebridge's Resolution regarding Hospital Capital Funding.

Carried

Lindsey Veltkamp, Director of Administration/Clerk, spoke to the report.

Discussion was held regarding the financial pressure on municipalities, past requests from hospitals, and designating Brockville General Hospital as the Town of Prescott's hospital to support.

## **12.7 Staff Report 46-2022 - Digital Mainstreet & Tourism Initiatives**

Motion 88-2022

Moved By Young

Seconded By Jansman

That Council allocate a maximum of \$15,000 in Municipal Modernization Grant funding to support the implementation of a RiverWalk Revival program; and

That staff be directed to proceed with submitting an application to the Digital Main Street program for funding, to extend the Digital Main Street Coordinator position.

Carried

Dana Valentyne, Economic Development Officer, spoke to the report. She referenced the fully funded Digital Mainstreet Coordinator, ongoing program partnering with the Township of Augusta and the Township of Edwardsburgh Cardinal, and the use of modernization funding.

Discussion was held regarding all activities Prescott has to offer.

**13. Resolutions**

There were no resolutions.

**14. By-laws**

There were no by-laws for approval.

**15. New Business**

Discussion was held regarding the timeline for the demolition of 175 King Street west, the street work on Dibble Street East, and the installation of the solar lights along the Heritage River Trail.

**16. Notices of Motion**

There were no notices of motion.

**17. Mayor's Proclamation**

There were no Mayoral Proclamations.

**18. Closed Session**

Motion 89-2022

Moved By Burton

Seconded By Ostrander

That Council move into Closed Session at 7:12 p.m. to discuss 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

18.3 Identifiable Individual

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

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

Carried

**19. Rise and Report**

During the Closed Session Council approved Item 18.1 - Closed Session Minutes, provided staff direction on Item 18.2 - Purchase & Sale, and received information on Item 18.3 - Identifiable Individual.

**20. Confirming By-Law – 20-2022**

Motion 90-2022

Moved By Ostrander  
Seconded By Shankar

That By-Law 20-2022, being a by-law to confirm the proceedings of the Council meeting held on April 4, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**21. Adjournment**

Motion 91-2022

Moved By Burton  
Seconded By Shankar

That the meeting be adjourned to Tuesday, April 19, 2022. (Time: 7:49 p.m.)

Carried

Mayor Todd spoke to the upcoming Joint Special Council Meeting of the Township of Augusta and Town of Prescott on Wednesday, April 6 at the Maitland Fire Hall.

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Clerk