



PRESCOTT TOWN COUNCIL

MINUTES

Monday, November 15, 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, Tracy Day, CEMC, and Dana Valentyne, Economic Development Officer

Guests Josh Eamon, EVB Engineering

1. Call to Order

Mayor Todd acknowledged 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, Anishibek, and the Oneida and Haudenosaunee Peoples.

He then called the meeting to order at 6:05 p.m.

Moment of silence was observed in honour of the passing of Ralph Street and Candy Alexander.

2. Approval of Agenda

Motion 259-2021: Ostrander, McConnell

That the agenda for the Council meeting of November 15, 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 November 1, 2021

Motion 260-2021: Burton, Young

That the Council minutes dated November 1, 2021, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 261-2021: Young, Ostrander

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

Carried

8.1 Information Package

1. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – October 29, 2021 & November 5, 2021
2. Student Transportation of Eastern Ontario Letter to Municipalities re: Inclement Weather

3. CUPE Motion of Support re: Independent Review of OMERS' Investment Performance
4. Rotary Brockville – 2021 Christmas Hams Program
5. Ontario Energy Board Notice re: Enbridge Gas Application to Recover Costs of Projects
6. Front of Yonge Township resolution of support re: Town of Prescott's Request for Removal of COVID-19 testing requirements at Land Border Crossing's
7. Elizabethtown-Kitley resolution of support re: Town of Prescott's Request for Removal of COVID-19 testing requirements at Land Border Crossing's
8. City of Kitchener resolution of support re: Vaccine Passport Financial Supports for Businesses
9. Municipality of Mattice-Val Côté resolution of support re: Reconsideration of Provincial Government decision to postpone MPAC Property Assessment Updates
10. City of Vaughan resolution of support re: Athabasca Community Traffic Study Progress Report

9. Committee Reports – None

10. Mayor

Mayor Todd spoke to his attendance at a recent Cross Borders Mayor's meeting held on November 12, the Royal Canadian Legion, Branch 97 Remembrance Day Ceremony, a meeting of the St. Lawrence Corridor Economic Development Commission, a BIA meeting held on November 9, and a Joint Services Committee of Leeds and Grenville.

Dana Valentyne joined the meeting at 6:15 p.m.

11. Outside Boards, Committees and Commissions

Councillor Burton thanked Operations Town staff for their work with seasonal clean up. She reminded residents that winter overnight parking was now in effect and commented on the shade sails that were up in RiverWalk Park. Councillor Burton referenced an upcoming Arena Fundraising Group meeting taking place on November 16.

Councillor Jansman spoke to her attendance at a BIA meeting held on November 9.

Councillor McConnell spoke to his attendance at a St. Lawrence Shakespeare Festival meeting and referenced the shade sails at RiverWalk Park and Centennial Park.

Councillor Ostrander spoke to upcoming community events including the Kinsmen Craft Show and provided an update on the activities of the Showtime South Grenville group.

Councillor Shankar spoke to his attendance at the Royal Canadian Legion Branch 97 Remembrance Day ceremony and spoke to a trip with Councillor Dillabough from Edwardsburgh Cardinal on the RiverRoute Bus.

12. Staff

12.1 Staff Report 107-2021 - Employee Service Recognition

Lindsey Veltkamp, Director of Administration/Clerk, spoke to the report. She referenced the Employee Service Recognition Policy and the years of services milestones being recognized.

Mayor Todd read out the names of municipal staff being recognized for 30, 20, 10, and 5 years of service.

12.2 Staff Report 108-2021 - COVID Grant Program for Non-profit Organizations

Motion 262-2021: Ostrander, Burton

That Council approve the COVID Grant Program for non-profit organizations up to a maximum of \$23,520 to help support the fixed costs of those organizations for 2021.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the applications received, the budgeted amount set aside to address COVID pressures, and financial implications.

Discussion was held regarding the benefits of the grant program for struggling organizations.

12.3 Staff Report 109-2021 - Arena Construction Timeline

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the provincial and federal funding received, the current status of the arena construction, and highlighted concerns regarding slowdowns with steel supplies.

Discussion was held regarding the delays, the origin of the steel, and the underground infrastructure for the Water Tower.

Josh Eamon, EVB Engineering, left the meeting at 6:43 p.m.

12.4 Staff Report 110-2021 - River Route Pilot – Update

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the start date for the pilot project, the number of stops, and number of daily riders. He spoke to the goals of the project and options for permanent sources of funding opportunities to continue the operation of the service.

Discussion was held regarding moving the project past the pilot phase, increasing public awareness about the service, and the costs comparison between a bus ticket and a taxicab ride.

12.5 Staff Report 111-2021 - MyMainStreet Community Activator Funding Program

Motion 263-2021: Young, Jansman

That Council direct staff to proceed with applying to the MyMainStreet Community Activator Program for funding support in the amount of \$80,000, for the purpose of completing community enhancements within Prescott's RiverWalk District to support ongoing placemaking, business development, and visitor attraction strategies.

Carried

Dana Valentyne, Economic Development Officer, spoke to the report. She referenced the program funding, the financial implications, and the suggested initiatives for the funding.

Discussion was held regarding the suggested initiatives.

12.6 Staff Report 112-2021 - Marina Dock Repairs and Replacements

Motion 264-2021: Burton, Ostrander

That Council direct staff to issue for a Request for Proposals for the replacement of the Marina G Dock and H Dock.

Carried

Nathan Richard, Interim Director of Operations, spoke to the report. He referenced the previous work conducted at the marina, the inspection results from Kehoe Marine Construction, and timeline for issuing an RFP for the replacement of G Dock and H Dock.

12.7 Staff Report 113-2021 - COVID Shop Local Support Programs

Motion 265-2021: Burton, McConnell

That Council approve the COVID Shop Local Support Programs with an allocation of up to a maximum of \$23,435 to support participating businesses in Prescott using the COVID funding received by the Province of Ontario.

Carried

Dana Valentyne, Economic Development Officer, spoke to the report.

Discussion was held regarding the program's success in 2020 and how the program assists local businesses.

12.8 Staff Report 114-2021 - Town Hall Second Floor Renovation – Update

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the approved layout of the second floor, the delay in project completion due to resources, the need for architectural drawings, and interest from user groups to use the second-floor space.

Discussion was held regarding reviewing the drawings, the concerns of having only one accessible washroom, the ability to hold Council meetings in different rooms, and purchasing new Council Chamber furniture.

Dana Valentyne left the meeting at 7:26 p.m.

Further discussion was held regarding the look and presentation of Council Chambers and timeline for completing the second floor.

12.9 Staff Report 115-2021 - Annual Emergency Management Review Report

Tracy Day, CEMC, spoke to the report. She provided an overview of the annual Emergency Management exercise, the Emergency Response Plan, the updates to the administrative items, and areas for improvement.

Mayor Todd thanked the Municipal Emergency Control Group and first responders for their work throughout the year.

Tracy Day, CEMC, left the meeting at 7:57 p.m.

12.10 Staff Report 116-2021 - 2021 Community Grant - 2nd Intake

Motion: Ostrander, McConnell

That Council approve the following 2021 Community Grants:

- South Grenville Minor Hockey \$2,400
- Prescott Figure Skating Club \$3,400
- Connect Youth \$4,000
- Grenville County Historical Society \$500

The following amendment was put forward:

Motion 266-2021: Burton, Young

That the main motion be amended by adding “that the Kinsmen Club be given a grant of \$500; and

That staff be directed to supply masks to be included in each Spirit of Giving basket and supply two Prescott garbage bags per basket assigned to Prescott recipients.”

Motion 267-2021: Ostrander, McConnell

That Council approve the following 2021 Community Grants:

- South Grenville Minor Hockey \$2,400
- Prescott Figure Skating Club \$3,400
- Connect Youth \$4,000
- Grenville County Historical Society \$500

And that the Kinsmen Club be given a grant of \$500; and

That staff be directed to supply masks to be included in each Spirit of Giving basket and supply two Prescott garbage bags per basket assigned to Prescott recipients.

Carried

13. Resolutions – None

- 14. **By-laws – None**
- 15. **New Business – None**
- 16. **Notices of Motion – None**
- 17. **Mayor’s Proclamation – None**
- 18. **Closed Session – None**
- 19. **Rise and Report – None**
- 20. **Confirming By-Law – 50-2021**

Motion 268-2021: Ostrander, Young
That By-Law 50-2021, being a by-law to confirm the proceedings of the Council meeting held on November 15, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

- 21. **Adjournment**

Motion 269-2021: McConnell, Burton
That the meeting be adjourned to Monday, December 6, 2021.
(Time: p.m.)

Carried

Mayor

Clerk