



PRESCOTT TOWN COUNCIL

MINUTES

Monday, January 17, 2022

6:00 p.m.

Virtual Meeting

Present	Mayor Brett Todd, Councillors Leanne Burton, Lee McConnell, Mike Ostrander, Gauri Shankar, Ray Young
Staff	Matthew Armstrong, CAO/Treasurer, Nathan Richard, Interim Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief
Regrets	Councillor Teresa Jansman

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 11-2022

Moved By Shankar

Seconded By Burton

That the agenda for the Council meeting of January 17, 2022, be approved as presented.

Carried

3. Declarations of Interest

There were no declarations of interest expressed.

4. Presentations

4.1 Website Refresh Review

Item 4.1 Website Refresh Review, was moved to follow Item 8.1 Consent Reports.

5. Delegations

There were no delegations submitted.

6. Minutes of the previous Council meetings

6.1 January 4, 2022

Motion 12-2022

Moved By McConnell

Seconded By Shankar

That the Council minutes dated January 4, 2022, be accepted as presented.

Carried

Councillor Ostrander joined the meeting at 6:07 p.m.

7. Communications & Petitions

None.

8. Consent Reports

Motion 13-2022

Moved By Shankar

Seconded By Burton

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. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – December 31, 2021 & January 7, 2022
2. Letter of Acknowledgement on behalf of Governor General of Canada re: Invitation to Visit the Town of Prescott – December 22, 2021
3. 2022 Prime Minister's Award to Nominate an Exceptional Educator
4. Making Play Possible Donation Campaign

Lindsey Veltkamp, Director of Administration/Clerk, provided Council with a PowerPoint Presentation regarding Item 4.1 - Website Refresh Review. A copy of the presentation is held on file.

Discussion was held regarding the updated website, the feedback received, the inclusion of social media, and use of the calendar.

Further discussion was held regarding the addition of extra microsites, making use of the feedback form, and timeline for implementing the online payment function.

9. Committee Reports

None.

10. Mayor

Mayor Todd thanked Town staff for their hard work with snow removal during the snow storm. He referenced his attendance at recent Economic Development meetings with staff and Mayor Malanka, an upcoming Joint Collaborative Economic Task Force Committee meeting to be held prior to the January 31 Joint Council meeting, and a Joint Services Committee of Leeds and Grenville meeting held on January 4.

11. Outside Boards, Committees and Commissions

Councilor Burton thanked Operations staff for their hard work during the storm and for their work on the outdoor rink.

Councillor McConnell spoke to the outdoor rink conditions and the closure of the Prescott Public Library due to the storm.

Councillor Ostrander spoke to the opening of the outdoor rink.

Councillor Shankar thanked the Operations staff for their work during the storm.

12. Staff

12.1 Staff Report 03-2022 - Highway 401 Edward Street Interchange Report

Motion 14-2022

Moved By Young

Seconded By Burton

That Council direct staff to provide the Ontario Ministry of Transportation with feedback regarding the Edward Street Interchange in relation to the

Highway 401 Improvements from Highway 16 to Maitland as outlined in report 03-2022 before January 22, 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the evaluation process of the Ministry of Transportation for reviewing the interchanges between the 416 and Maitland, the list of alternatives provided in the report, and the opportunity to provide feedback to the Ministry of Transportation regarding the options.

Discussion was held regarding the provided options, the potential process of replacing the overpass and changing the location of the on and off ramps, the Ministry of Transportations process for the study, and the amount of truck traffic on the overpass.

Mr. Armstrong, spoke to the options for the south side interchange.

Further discussion was held regarding the location of the exits, providing feedback to the Ministry of Transportation, and the feedback from the traffic study in the north end.

12.2 Staff Report 04-2022 - Intelivote Agreement

Motion 15-2022

Moved By Young

Seconded By Ostrander

That Council receive Staff Report 04-2022 for information and direct staff to bring the attached draft By-law, being a by-law to authorize an agreement with Intelivote Systems Inc. for the purpose of providing telephone and internet voting for the 2022 Municipal Election, to the Council meeting of February 7, 2022, for final consideration and approval.

Carried

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

Discussion was held regarding the municipalities included in the joint RFP.

12.3 Staff Report 05-2022 - Electric Vehicle Charger Update

Nathan Richard, Interim Director of Operations, spoke to the report. He referenced the number and locations of the electric charging stations, the smart phone applications that can be used to locate the chargers in town, and the minimal operational costs associated with the chargers. He mentioned that staff would continue to monitor the use going forward.

Discussion was held regarding the increase in number of electric cars, the draw for tourists, the potential increase in use in the future, and funding the project through the provincial Modernization funding.

Further discussion was held regarding the average time to charge an electric vehicle, how the chargers work, implementing line painting and signage at the charging stations, and ensuring there is no competition with the private sector.

12.4 Staff Report 06-2022 - River Route Update - Route Modifications

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the new suggested route, the updated bus stop locations, a flag down option for passengers, and timeline for implementing the changes.

Discussion was held regarding a group pick up services, the possibility of installing bus stop shelters, the continued improvements to the route, and support from partnering municipalities.

12.5 Staff Report 07-2022 - Edward Street Overpass Rehabilitation Project - Revised Scope

Motion 16-2022

Moved By McConnell

Seconded By Young

That Council approve the Edward Street Overpass Remediation Project for 2023 with an estimated budget of \$1,087,356 and proceed with the design work and issuance of the request for proposal in late 2022 or early 2023 for completion in 2023.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the construction costs associated with the project, the Ontario Community Infrastructure Funding to support the bridge project, and proceeding with the design work and issuing the RFP.

Nathan Richard, Interim Director of Operations spoke briefly to the scope of the bridgework.

Matthew Armstrong, CAO/Treasurer, spoke to the details of the project which include closing one lane of traffic at a time, providing route options for traffic, closing the bridge only when necessary, and the estimated timeline of four months for the project.

12.6 Staff Report 08-2022 - 2022 Replacement of Fire Rescue Vehicle Report

Motion 17-2022

Moved By Ostrander

Seconded By Burton

That Council direct staff to proceed with the planning process to replace the current 1998 International 4900 Rescue Vehicle with a Rescue Pumper Vehicle for order in 2022 or 2023.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the age current age of the Fire Department fleet, the National Fire Protection Association standards for first response vehicles, the need for the pumpers replacement, and the repurposing of the rescue vehicle.

Renny Rayner, Fire Chief, spoke to the creation of a committee to design the vehicles apparatus to meet the departments needs to be made up of Officers and senior Fire Fighters. He referenced some of the tools required and the benefit of creating a committee made up of members of the Fire Department.

Discussion was held regarding the implementation of an apparatus design committee, the size of the new rescue pumper, and the opportunity to extend the life of the aerial by purchasing a pumper.

12.7 Staff Report 09-2022 - 2022 Street Repaving

Motion 18-2022

Moved By Ostrander

Seconded By McConnell

That Council direct staff to proceed with repaving of the following areas in 2022:

- Duke Street from Park to end of Duke Street
- Park Street East from Boundary to Duke Street
- Henry Street West from St. Lawrence Street to West Street
- Victoria Street

Carried

Nathan Richard, Interim Director of Operations, spoke to the report. He referenced the suggested streets for repaving, the Ontario Community Infrastructure Funding received, the pavement evaluation map provided in the report, and timelines for project completion.

Discussion was held regarding the timeline for repaving, the condition of Boundary Street and Churchill Road which are heavily utilized as school zones, and current conditions of streets in Town.

Mr. Richard spoke to the sanitary and sewer line inspections recently completed and comparing heavily utilized roads to those less utilized.

12.8 Budget 2022: Transportation, Parks and Recreation

Matthew Armstrong, CAO/Treasurer, spoke to the PowerPoint presentation. A copy of the presentation is held on file.

Discussion was held regarding the design and RFP for the bridge repairs in 2023 and future plans for sealing and pot hole filling in 2022.

Mr. Armstrong, CAO/Treasurer, spoke to the Parks & Recreation budget.

Discussion was held the next budge presentations, the YMCA contract for the 2022 Summer Season, and the possibility of adding lifeguards at Kelly's Beach.

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 – 04-2022

Motion 19-2022

Moved By Ostrander
Seconded By Burton

That By-Law 04-2022, being a by-law to confirm the proceedings of the Council meeting held on January 17, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 20-2022

Moved By McConnell
Seconded By Shankar

That the meeting be adjourned to Monday, February 7, 2022, at 6:00 p.m. (Time: 8:02 p.m.)

Carried

Mayor

Clerk