



PRESCOTT TOWN COUNCIL

MINUTES

Monday, November 1, 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 & By-law Services, and Jessica Crawford, Deputy Treasurer

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 6:02 p.m.

2. Approval of Agenda

Motion 248-2021: Ostrander, Young

That the agenda for the Council meeting of November 1, 2021, be approved as presented.

Carried

3. Declarations of Interest – None

4. Presentations

4.1 KPMG - 2020 Audit

Motion 249-2021: Young, McConnell

That Council receive the 2020 Consolidated Financial Statements, as presented by the Town's Auditor, KPMG.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the highlights of the 2020 audit. He spoke to the increase in cash position, the improvement of the net debt, the property taxes receivable, the investment value in Rideau St. Lawrence Holdings, and the annual surplus. Mr. Armstrong thanked KPMG for working with staff on the audit.

Lori Huber, KPMG, spoke the audit findings report. A copy of the report is held on file.

Discussion was held regarding the operating surplus, appeals on property taxes, the appeal process, and the listed municipal comparators.

Lori Huber left the meeting at 6:39 p.m.

5. Delegations – None

6. Minutes of the previous Council meetings

6.1 October 18, 2021

Motion 250-2021: Ostrander, Burton

That the Council minutes dated October 18, 2021, be accepted as presented.

Carried

7. Communications & Petitions – None

8. Consent Reports

Motion 251-2021: Ostrander, 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. Prescott Police Services Board Minutes – September 23, 2021
2. BIA Minutes – September 14, 2021
3. Royal Canadian Legion Branch #97 Update re: Remembrance Day Ceremonies
4. Leeds, Grenville & Lanark District Health Unit Weekly Zoom Call Notes – October 15, 2021 & October 22, 2021
5. Enbridge Gas Ontario Energy Board Notice – 2022 Federal Carbon Pricing Program Application for Increasing Rates
6. City of Vaughan resolution of support re: National Teen Driver Safety Week and MTO Review Newly Licensed Driver Measures

9. Committee Reports – None

10. Mayor

Mayor Todd spoke to the resolution passed at the previous Council meeting regarding the removal of testing requirements for Canadians using Land Borders, his attendance at the Trunk or Treat event held on October 30, recent store openings for Lemar on MAIN and Star Wellness, Pet Valu, and Outpost Café.

11. Outside Boards, Committees and Commissions

Councillor Burton spoke to her attendance at the tribute of Leo Boivin, the store openings for Lemar on MAIN and Star Wellness, and Outpost Café.

Councillor Jansman spoke to her attendance at the Unite Counties of Leeds and Grenville Active Transportation Plan Public Open House.

Councillor McConnell spoke to the updated hours at the Prescott Public Library and ongoing activities at Walker House.

Councillor Ostrander spoke to his involvement with Showtime South Grenville and referenced the groups goals and purpose and mentioned the upcoming Remembrance Day Ceremony.

Councillor Shankar spoke to his attendance at the tribute for Leo Boivin, the store opening for Lemar on MAIN and Star Wellness, and Kings Day hockey tournament held on October 30.

Councillor Young spoke to his attendance at a meeting of the St. Lawrence Lodge Committee of Management.

12. Staff

12.1 Staff Report 104-2021 - 2022 Budget Timelines

Motion 252-2021: Ostrander, Jansman

That Council endorse the 2022 Budget Process as outlined in report 104-2021.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the report. He referenced the timeline along with the expected infrastructure projects for 2022.

12.2 Staff Report 105-2021 - 2022 Council Schedule

Motion 253-2021: Young, Burton

That Council approve the 2022 Summer Council meeting dates as follows: July 18 and August 22; and

That the 2022 December Council meetings be held December 5 and 12.

Carried

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

12.3 Staff Report 106-2021 - Project Updates - November 2021

Discussion was held regarding the charging station locations, the solar lighting in the dog park and Heritage Trail.

Further discussion was held regarding the timeline for the installation of the solar lighting along the Heritage Trail and that an update come back to Council at a future Council meeting.

13. Resolutions – None

14. By-laws

14.1 Vacant Building Registry By-law

Motion 254-2021: Ostrander, Young

That By-Law 46-2021, being a by-law to establish a system of registering and monitoring vacant buildings, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Discussion was held regarding a report coming back to Council in June of 2022 to provide an update on the applications received under the Vacant Building Registry By-law and the responsibility of the property owner to report the property.

14.2 Property Standards By-law

Motion 255-2021: Burton, Jansman

That By-law 47-2021, being a by-law for prescribing Property Standards within the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Shawn Merriman, Manager of Building & By-law Services, spoke to the by-law. He addressed concerns received from members of Council regarding sections addressing conditions of lands, snow storage, and vehicles, recreational vehicles, boats and trailers.

Discussion was held regarding a report coming back to Council in June of 2022 to provide an update on the implementation of the Property Standards By-law.

14.3 Administrative Monetary Penalty System By-law

Motion 256-2021: Ostrander, McConnell

That By-law 48-2021, being a by-law to establish a system of administrative penalties for non-compliance with by-laws of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Discussion was held regarding a report coming back to Council in June of 2022 to provide and update on the implementation of the Administrative Monetary Penalty System By-law.

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 – 49-2021

Motion 257-2021: Jansman, Shankar

That By-Law 49-2021, being a by-law to confirm the proceedings of the Council meeting held on November 1, 2021, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

21. Adjournment

Motion 258-2021: Jansman, Shankar

That the meeting be adjourned to Monday, November 15, 2021.

(Time: 7:30 p.m.)

Carried

Mayor

Clerk