



**PRESCOTT TOWN COUNCIL
MINUTES**

**Monday, October 17, 2022
6:00 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present Mayor Brett Todd, Councillor Teresa Jansman, Councillor Lee McConnell, Councillor Mike Ostrander, Councillor Gauri Shankar, Councillor Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief

1. Call to Order

Mayor Todd began the meeting by acknowledging 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, Anishinabek, and the Oneida and Haudenosaunee Peoples.

He then called the meeting to order at 6:02 p.m.

2. Approval of Agenda

Motion 227-2022

Moved By Ostrander

Seconded By Shankar

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

Carried

3. Declarations of Interest

Mayor Todd declared a conflict on Item #12.4 - Staff Report 104-2022 - Bill 3 Resolution.

4. Presentations

There were no presentations.

5. Delegations

5.1 Royal Canadian Legion Branch 97 - Community Appreciation

Mayor Todd introduced Dan Davis from the Royal Canadian Legion, Branch 97.

Mr. Davis spoke to the annual Honour and Awards Ceremony held on Tuesday, September 20, the support of the members of Council and Town, and presented certificates of appreciation to the Town, Mayor Todd, Councillor Jansman, and Councillor Ostrander.

Dan Davis left the meeting at 6:09 p.m.

Mayor Todd thanked the Royal Canadian Legion, Branch 97 for their work with the Town and the community and spoke to his father receiving his 59th year pin at the Legion.

6. Minutes of the previous Council meetings

6.1 October 3, 2022

Motion 228-2022

Moved By Shankar

Seconded By Ostrander

That the Council minutes dated October 3, 2022, be accepted as presented.

Carried

7. Communications & Petitions

7.1 MP Barrett Letter re: Federal Electoral Boundary Commission

Discussion was held regarding the letter received, the current boundaries, and response date included in the letter.

Motion: 229-2022

Moved By: McConnell

Seconded By: Ostrander

That Staff be directed to prepare a letter to MP Barrett's office regarding the federal electoral boundary commission that expresses councils support for the boundaries to remain the same.

Carried

8. Consent Reports

Motion 230-2022

Moved By Young

Seconded By Ostrander

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

Carried

Renny Rayner, Fire Chief, spoke to Item 8.4 - Staff Report 101-2022 - Fire Quarterly Report.

Discussion was held regarding the calls to date compared to last year.

Mr. Rayner, spoke briefly to the report. He provided an overview of the training, the departments involvement in neighbouring municipal parades, and fire fighter anniversaries.

Discussion was held regarding the Open House held at the Fire Department on Saturday, October 8, the new recruits, and the upcoming Light Up the Night Parade.

Further discussion was held regarding the electronic signage and fire drills held at the high school and Mayfield.

Matthew Armstrong, CAO/Treasurer, provided Council with an update on the Arena project, an anticipated walkthrough date for Council in November, and the project completion date of June 2023.

8.1 Information Package (under separate cover)

1. Approved BIA Committee Meeting Minutes – July 12, 2022 & September 13, 2022
2. Leeds, Grenville & Lanark District Board of Health Meeting Summary – September 29, 2022
3. Municipality of East Ferris resolution of support re: Child Care Workforce Shortage

8.2 Staff Report 99-2022 - Project Update - September 2022

Recommended Motion:

For information.

8.3 Staff Report 100-2022 - Financial Report - September 2022

Recommended Motion:

For information.

8.4 Staff Report 101-2022 - Fire Quarterly Report

Recommended Motion:

For information.

9. Committee Reports

There were no committee reports.

10. Mayor

Mayor Todd thanked those who attended the Tri-Council meeting held on Wednesday, October 12, 2022. He referenced the end of season work on Kelly's Beach, the upcoming ribbon cutting event to be held on October 22 for WaterGirl Quilt Co., an open house at 112-124 King Street West to be held on October 28, and a potential upcoming business expansion.

11. Outside Boards, Committees and Commissions

Mayor Todd, on behalf of Councillor Jansman, spoke to a BIA meeting held on Tuesday, October 11, the last Farmers' and Crafters' market, the ongoing Small Business Week event, and her work with the BIA. She referenced her attendance at Open Gym and Rec Night, and an upcoming roller blading night to be held on Friday, October 21. She also congratulated Matthew Markell on his success at the Skate Ontario October Sectional Series.

Councillor McConnell spoke to his attendance at a recent Prescott Library Board meeting, assisting Councillor Ostrander with deliveries for the Food Bank on October 7, and the first anniversary at Outpost Café on Saturday.

Councillor Ostrander thanked Councillor McConnell for assisting with the food deliveries for the Food Bank, joining the Legion Executive, the Connect Youth program being held at the Leo Boivin Community Centre, and his continued involvement with the program.

Councillor Shankar spoke to the Tri-Council meeting held on October 12, 2022.

Councillor Young had nothing to report.

12. Staff

12.1 2021 Audited Financial Statements

Motion 231-2022

Moved By Jansman

Seconded By Young

That Council receive the 2021 Consolidated Financial Statements, as presented.

Carried

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

He provided an overview of the statement of financial position, the statement of operations, the changes in net debt, the statement of cashflow, and the notes to financial statements.

Discussion was held regarding the funds from outside municipalities for shared projects, the surplus amount, the Town's net debt, and provincial and federal grants.

Lori Huber, KPMG, spoke to the report. She provided background on the virtual vs. in person audit, and the potential hybrid approach for future audits.

Ms. Huber spoke to the executive summary, the accounting policies, the provided management letter, the monitoring of overdue taxes, and the provided appendices.

Discussion was held regarding the provided municipal comparators, the closure of issues, the purpose reclassification of the Library and Prescott Cemetery bank accounts, and the review of bank reconciliations.

Mr. Armstrong thanked KPMG for their continued work with the Town and their expertise.

Lori Huber, KPMG left the meeting at 7:21 p.m.

12.2 Staff Report 102-2022 - Municipal Alcohol Policy

Motion 232-2022

Moved By McConnell

Seconded By Ostrander

That Council approve the Municipal Alcohol Policy and that it becomes effective as of October 18, 2022.

Carried

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

12.3 Staff Report 103-2022 - Integrity Commissioner Appointment

Motion 233-2022

Moved By Young

Seconded By McConnell

That Council direct Staff to prepare the By-law to appoint Tony Fleming as the Town of Prescott's Integrity Commissioner for consideration at the Council meeting of November 7, 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the retirement of the Town's current Integrity Commissioner, Andrew Tremayne, the Town issued RFP in 2017, and the RFP issued by the United Counties of Leeds and Grenville, and use of the successful applicant, Tony Fleming of Cunningham, Swan, Carty, Little & Bonham LLP.

Discussion was held regarding the use of Cunningham, Swan, Carty, Little & Bonham LLP for legal services and as Integrity Commissioner and neighbouring municipalities using both services.

Mayor Todd vacated his seat at 7:27 p.m.

Deputy Mayor Young assumed the chair at 7:28 p.m.

12.4 Staff Report 104-2022- Bill 3 Resolution

Motion 234-2022

Moved By McConnell

Seconded By Jansman

That Council direct Staff to bring the resolution concerning Bill 3 – Strong Mayors, Building Homes Act, 2022 as outlined in Staff Report 104-2022 for consideration to the Council meeting of November 7, 2022.

Carried

Matthew Armstrong, CAO/Treasurer, spoke briefly to the report and the resolution received from the Town of Wasaga Beach.

Deputy Mayor Young vacated the chair at 7:30 p.m.

Mayor Todd assumed the chair at 7:30 p.m.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 Sale of Land - North CN Rail, Churchill Road

Motion 235-2022

Moved By Ostrander

Seconded By Shankar

That By-Law 44-2022, being a by-law to authorize the sale of approximately 14.75 acres of land legally know as Plan 36 Part 1 Parcel 1, and Plan 36 PT Parcel 1 RP;15R8332 Part 2, and Plan 19 PT LOT C, PT Pearson Terrace PL 36 Lying W OF PR161267 and Plan 36 LOT E; Being

all of PINS 68157-0105 (LT), 68157-0095 (LT) and 68157-0072 (R), Prescott Ontario, by the Corporation of the Town of Prescott to Madison Mulder Enterprises, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Matthew Armstrong CAO/Treasurer, spoke to the by-law. He provided background on the property, the notice of surplus land provided by the Town, the offer to purchase, the requirements needing to be met, and the intent of the development.

Discussion was held regarding the repurchasing agreement which includes a 90% buyback clause, the purchase price, and the assessed land price.

Further discussion was held regarding the map provided in the appendices and the property located on the map that remains unnumbered.

15. New Business

There was no new business discussed.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

17.1 Child Care Worker and Early Childhood Educator Appreciation Day

Mayor Todd proclaimed October 18, 2022 as Child Care Worker & Early Childhood Educator Appreciation Day in the Town of Prescott.

17.2 Local Government Week

Mayor Todd proclaimed the week of October 16 - 22, 2022 as Local Government Week in the Town of Prescott.

18. Period for Media Questions

There were no questions from the media.

Renny Rayner, Fire Chief, left the meeting at 7:44 p.m.

19. Closed Session

Motion 236-2022

Moved By Shankar

Seconded By Jansman

That Council moves into Closed Session at 7:44 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (October 3, 2022)

19.2 Board Appointments

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

That the CAO/Treasurer, Director of Administration/Clerk, and Deputy Clerk remain in the room.

Carried

Motion 237-2022

Moved By Shankar

Seconded By Ostrander

That Council reconvene in Open Session. (Time: 8:08 p.m.)

Carried

20. Rise and Report

During the Closed Session, Council approved the Closed Session minutes under Item 19.1 and under Item 19.2 - Board Appointments, appointed Laurie Bosnall and Pat Lemaire to the Prescott Public Library Board.

21. Confirming By-Law – 45-2022

Motion 238-2022

Moved By Young

Seconded By Ostrander

That By-Law 45-2022, being a by-law to confirm the proceedings of the Council meeting held on Monday, October 17, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 239-2022

Moved By Shankar

Seconded By Jansman

That the meeting be adjourned to Monday, November 7, 2022. (Time: 8:11 p.m.)

Carried



Mayor



Clerk