



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Monday, May 2, 2022**

**6:00 p.m.**

**Council Chambers**

**360 Dibble St. W.**

**Prescott, Ontario**

Present	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, Director of Operations, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Kaitlin Mallory, Deputy Clerk, Renny Rayner, Fire Chief

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**1. Call to Order**

Deputy Mayor Shankar 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.

Deputy Mayor Shankar stated that Mayor Todd had sent his regrets for the meeting and then called the meeting to order at 6:01 p.m.

**2. Approval of Agenda**

Motion 107-2022

Moved By Ostrander

Seconded By Young

That the agenda for the Council meeting of Monday, May 2, 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 April 6, 2022 - Joint Council Minutes**

Motion 108-2022

Moved By Burton

Seconded By Jansman

That the Joint Special Council minutes dated April 6, 2022, be accepted as presented.

Carried

**6.2 April 19, 2022**

Motion 109-2022

Moved By McConnell

Seconded By Ostrander

That the Council minutes dated April 19, 2022, be accepted as presented.

Carried

**7. Communications & Petitions**

There were no items under Communications & Petitions.

**8. Consent Reports**

Motion 110-2022

Moved By Jansman

Seconded By Burton

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

Carried

Councillor McConnell spoke to Item 4 - Nature Canada Ocean Protection Request - World Ocean's Day, June 8, 2022.

**8.1 Information Package (under separate cover)**

1. Approved BIA Minutes – March 8, 2022
2. Approved Police Services Board Meeting Minutes – March 31, 2022
3. Leeds, Grenville & Lanark District Health Unit Board of Health Meeting Summary – April 21, 2022

4. Nature Canada Ocean Protection Request - World Ocean's Day, June 8<sup>th</sup>, 2022
5. Town of South Bruce Peninsula resolution of support re: New Home Tax Rebate Program
6. City of St. Catharines resolution of support re: Response to Ontario Housing Affordability Task Force Recommendation
7. Town of Bracebridge resolution of support re: AMO to Review Challenges to Development in Relation to Ontario Land Tribunal

## **8.2 Staff Report 52-2022 - Rideau St. Lawrence Holdings**

Recommended Motion:

That Council direct the Chief Administrative Officer & Treasurer to sign the Resolution of the Directors of Rideau St. Lawrence Holdings Inc. on behalf of the Town of Prescott to bring the corporate records up to date as required by the Ontario Business Corporations Act.

Carried

## **9. Committee Reports**

There was nothing under Committee Reports.

## **10. Mayor**

There were no items under the Mayor's portion of the agenda.

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

Councillor Burton spoke to the opening of the municipal Compost Site and the requirement to proof of residency within the Town.

Councillor Jansman thanked volunteers and staff for participating in the Community Clean Up day, the amount of brush left for brush pick up, and spoke to her attendance at the Official Plan review held on April 25.

Councillor McConnell spoke to the outcome of the Spring Into the Library week which included the submission of applications for new Library Board Members and the potential revival of the Friends of the Library group.

Councillor Ostrander spoke to his attendance at the Official Plan review held on April 25, ongoing Kings Kitchen weekly meals, and the welcoming of a Ukrainian family coming to town.

Discussion was held regarding preparing a swag gift basket and donations already received.

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

Councillor Shankar spoke to his attendance at the Official Plan review held on April 25.

Councillor McConnell spoke to his attendance at the Official Plan review.

## **12. Staff**

### **12.1 Staff Report 53-2022 - RiverWalk Revival**

Dana Valentyne, Economic Development Officer, spoke to the report. She referenced economic development initiatives including Community Improvement Program, timeline for launching Prescott Popups, the installation of the parkettes in the RiverWalk District, and the promenade along Edward Street and King to Water Street.

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the investments and improvements to the RiverWalk District and the suggested removal of interlock surrounding the trees on the sidewalk located on Edward Street between Water Street and King Street.

Discussion was held regarding the trees that have been removed along King Street.

Mr. Armstrong spoke to the marina investments and improvements and the upcoming events for 2022.

Discussion was held regarding the creation of decorative wood carvings out of the trees along King Street, the timeline for the removal of the stumps along King Street, the RiverWalk Revival marketing, and options

regarding the removal of trees located on the southernmost portion of King Street, and timing for the installation of the sun shades for the 2022 season.

Further discussion was held regarding the status of the Prescott popup shops, the number of Prescott businesses involved in the Digital Mainstreet program, the sidewalk tree boxes, and the new Harbourmaster, Rhiannon Rollings.

## **12.2 Staff Report 54-2022 - Group Purchasing Organizations**

Motion 111-2022

Moved By Young

Seconded By Ostrander

That Council direct staff to join the Canoe Procurement Group of Canada and Kinetic GPO to take advantage of public sector group purchasing opportunities.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the two group purchasing organizations, Canoe Procurement Group of Canada and Kinetic GPO.

Discussion was held regarding the benefits of joining the group purchasing organizations, clarification on how the vendor provides payment to the group purchasing organizations, and the option to participate only when required.

Further discussion was held regarding the Ontario Vendor Record program, the Canoe Procurement Group of Canada's attendance at past conferences, and the use of group purchasing organizations by additional local municipalities.

## **12.3 Staff Report 55-2022 - Projects Update - May 2022**

Nathan Richard, Director of Operations, spoke to the report. He referenced the minor and major projects taking place in the Town, the completed projects and projects in-progress.

Discussion was held regarding the timeline for the water tower project including the issuing of the RFP, the connections for the water tower being taken care of prior to paving the parking lot at the new recreation facility, the importance of the report and the accomplishments of the town.

Further discussion was held regarding the continuation of the report every few months.

#### **12.4 Staff Report 56-2022 - Collaborative Initiative with the Township of Edwardsburgh Cardinal - Street Sweeping**

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the request from the Township of Edwardsburgh Cardinal regarding the use of the street sweeper in neighbouring areas. He stated that a rate had been agreed upon between the Town and the Township to support the ongoing maintenance of the equipment and to cover staff wages to complete the work.

Discussion was held regarding the make up of the rate per hour, opportunities for collaboration with neighbouring municipalities, and concerns regarding competing with private businesses.

Further discussion was held regarding use of the equipment, the current collaboration of services between municipalities, recommendations rising from the strategic plan regarding collaboration, the current condition of the street sweeper, and potential upcoming use within the Town limits.

### **13. Resolutions**

There were no resolutions.

### **14. By-laws**

There were no by-laws.

**15. New Business**

There were no items under New Business

**16. Notices of Motion**

There were no notices of motions.

**17. Mayor's Proclamation**

**17.1 Emergency Preparedness Week**

Deputy Mayor Shankar proclaimed May 1-7, 2022, as Emergency Preparedness Week in the Town of Prescott.

**18. Closed Session**

Motion 112-2022

Moved By Burton

Seconded By Ostrander

That Council move into Closed Session at 7:15 p.m. to discuss matters pertaining to:

**18.1 Identifiable Individual**

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

**18.2 Approval of Closed Session Minutes**

**18.3 Community Awards**

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

**18.4 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; and



That the CAO/Treasurer, Clerk, Director of Operations, Economic Development Officer, Deputy Clerk and Fire Chief remain in the room for Item 18.1 - Identifiable Individual; and that the CAO/Treasurer, Clerk, Deputy Clerk, Director of Operations, and Economic Development Officer remain in the room for Item's 18.2, 18.3, and 18.4.

Carried

Motion 113-2022: Burton, Young

That Council reconvene in Open Session. (Time: 8:34 p.m.).

## **19. Rise and Report**

During the Closed Session, Council gave staff direction on item 18.1 - Identifiable Individual, approved item 18.2 - Closed Session minutes, gave staff direction on Items 18.3 - Community Awards and Item 18.4 - Purchase and sale; and move the following motion:

Motion 114-2022: McConnell, Burton

That Council direct staff to provide public notice that the Town will begin to accept offers/letters of intent on the Surplus Land located along north of the CN Rail line and south of Churchill Road from Boundary Street to Claxton Terrace an initial review date of June 6, 2022; and

That offers to purchase must include the following:

- Purchase price
- Development concept drawing
- Public park area
- Multi use path from Boundary Street to Claxton Terrace
- Development timelines

Carried

## **20. Confirming By-Law – 24-2022**

Motion 115-2022

Moved By Young

Seconded By Ostrander

That By-Law 24-2022, being a by-law to confirm the proceedings of the Council meeting held on May 2, 2022, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

**21. Adjournment**

Motion 116-2022

Moved By Jansman

Seconded By Young

That the meeting be adjourned to Monday, May 16, 2022. (Time: 8:35 p.m.)

Carried

Mayor



Clerk

