



PRESCOTT TOWN COUNCIL

MINUTES

Tuesday, May 21, 2024

6:00 p.m.

Council Chambers

360 Dibble St. W.

Prescott, Ontario

Present Mayor Gauri Shankar, Councillor Leanne Burton, Councillor Mary Campbell, Councillor Justin Kirkby, Councillor Ruth Lockett, Councillor Lee McConnell, Councillor Tracey Young

Staff Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer, Renny Rayner, Fire Chief, Owen Rayner, Administrative Assistant

1. Call to Order

Mayor Shankar called the meeting to order at 6:00 p.m.

2. Approval of Agenda

Motion 121-2024

Moved By Young

Seconded By McConnell

That the agenda for the Council meeting of May 21, 2024 be approved as amended.

Carried

The agenda was amended by removing Item 15.1 - Municipality of West Perth - Conservation Authorities Act.

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 May 6, 2024

Motion 122-2024

Moved By Kirkby

Seconded By Burton

That the Council minutes dated May 6, 2024, be accepted as presented.

Carried

7. Communications & Petitions

There were no items under communications & petitions.

8. Consent Reports

Motion 123-2024

Moved By Campbell

Seconded By Lockett

That all items listed under the Consent Reports section of the agenda be accepted as presented, save and except Item 1 - Planning Advisory Committee - January 31, 2024 - Minutes.

Carried

8.1 Information Package (under separate cover)

Planning Advisory Committee - January 31, 2024 - Minutes

Prescott Heritage Committee - April 23, 2024 - Minutes

Walker House - April 9, 2024 - Minutes

St. Lawrence Lodge - Committee of Management - March 26, 2024 - Minutes

Town of Gananoque - May 7, 2024 - St. Lawrence Lodge - Maintain 2024 Budget

Objection and Support Town of Prescott

Township of Brudenell, Lyndoch & Raglan - May 1, 2024 - Mental Health Services of Renfrew County (MHSRC) Hoarding Program

Municipality of Grey Highlands - May 1, 2024 - Wind Turbine Projects

Town of Greater Napanee - May 14, 2024 - Protecting our Community's Water

Councilor McConnell spoke to Item 1 - Planning Advisory Committee - January 31, 2024 - Minutes.

9. Committee Reports

There were no Committee Reports.

10. Mayor

Mayor Shankar spoke to the opening of the Prescott Pop-Ups and the Lighthouse. He spoke to his attendance at a meeting with Steve Clark and the Parliamentary Assistant of Municipal Affairs and Housing.

11. Outside Boards, Committees and Commissions

Councilor Lockett spoke to her attendance at the Royal Canadian Legion's Mother's Day breakfast.

Councilor McConnell spoke to his attendance as a representative of the Prescott Cemetery Board of Management at a burial, and at the unveiling of the historical plaques at the Lighthouse as Deputy Mayor.

Councilor Young spoke to the South Grenville Chamber of Commerce AGM and her attendance at a recent BIA meeting.

Councilor Burton spoke to the upcoming events at the Prescott Public Library. She spoke to the opening of ticket sales for the upcoming St. Lawrence Shakespeare Festival, and her attendance at the Prescott Pop-Ups opening.

Councilor Campbell spoke to her attendance at the unveiling of historical plaques at the Lighthouse, a recent Fire Administration meeting, and inquired about the addition of Adirondack chairs in Centennial Park.

Councilor Kirkby spoke to his attendance at the opening of the Prescott Pop-Ups and the conditions of the parks and gardens in Town.

12. Staff

12.1 Staff Report 35-2024 - Shared Land Use Planner

Motion 124-2024

Moved By Burton

Seconded By Kirkby

That Council approve entering into a partnership with the Township of Edwardsburgh Cardinal to employ a shared Land Use Planner.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He spoke to conversations with the Township of Edwardsburgh Cardinal, the current contracted consultant, the expected workload, and the current budgeted amount.

Discussion was held regarding the current planner in the Township of Augusta, the timeline for the contract, and the office location for the position.

Further discussion was held regarding the benefit of working out of Town Hall along side other departments.

12.2 Staff Report 36-2024 - Eastern Ontario Firefighters Association Convention - Support

Motion 125-2024

Moved By Burton

Seconded By Kirkby

That Council approve the in-kind support as outlined in Staff Report 36-2024 as the host community of the 2024 Eastern Ontario Firefighters Association Convention.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He provided Council with a schedule of the events, the road closure requests, response crew on hand, and clean up following the event.

Discussion was held regarding ensuring extra garbage cans would be placed in the area, the selection and use of vendors, and the requested fee waivers.

13. Resolutions

There were no resolutions.

14. By-laws

14.1 2024 Tax Estimates By-Law

Motion 126-2024

Moved By McConnell

Seconded By Young

That By-Law 20-2024, being a by-law to adopt the estimates for the sums required during the year 2024 for general purposes of the Corporation of the Town of Prescott, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

14.2 2024 Tax Ratios By-Law

Motion 127-2024

Moved By Burton

Seconded By Kirkby

That By-Law 21-2024, being a by-law to set the tax ratios for the year 2024, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

14.3 2024 Tax Rates By-Law

Motion 128-2024

Moved By Kirkby

Seconded By Lockett

That By-Law 22-2024, being a by-law to adopt tax rates for municipal purposes for the year 2024, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Matthew Armstrong, CAO/Treasurer, provided an explanation of tax estimates, ratios, and rates.

14.4 2024 Capping Thresholds By-Law

Motion 129-2024

Moved By Burton

Seconded By Campbell

That By-Law 23-2024, being a by-law to adopt optional tools for the purposes of administering limits for the commercial, industrial, and multi-residential property classes for the year 2024, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

15. New Business

15.1 Municipality of West Perth - Conservation Authorities Act

Item 15.1 was removed from the agenda.

15.2 Raisin - South Nation Source Protection Region- Leeds & Grenville Representative to the Source Protection Committee

Motion 130-2024

Moved By Lockett

Seconded By Campbell

That Council endorse the appointment of Mr. Glenn Mackey as the Leeds and Grenville representative to the Source Protection Committee.

Carried

Lindsey Veltkamp, Director of Administration/Clerk provided Council with background on the recommendation.

16. Notices of Motion

There were no notices of motion.

17. Mayor's Proclamation

17.1 Pride Month

Mayor Shankar proclaimed June as Pride Month in the Town of Prescott as spoke to a flag raising ceremony taking place on June 3, 2024 at 5:30 p.m.

18. Period for Media Questions

Veronica Burchell of the South Grenville Beacon, asked for clarification on the date, time, and location for the flag raising ceremony.

19. Closed Session

Motion 131-2024

Moved By Kirkby

Seconded By Young

That Council move into Closed Session at 6:38 p.m. to discuss matters pertaining to:

19.1 Closed Session Minutes (May 6, 2024)

19.2 Potential Litigation

- Under Section 239(2)(e) of the Municipal act - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and

19.3 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 and Director of Administration/Clerk remain in the room.

Carried

Motion 132-2024

Moved By Lockett

Seconded By Burton

That Council reconvene in Open Session. (Time: 6:51 p.m.)

Carried

20. Rise and Report

During the Closed Session Council approved the Closed Session minutes dated May 6, 2024 under Item 19.1 and received information under Item 19.2 Potential Litigation and Item 19.3 Purchase & Sale Matter.

21. Confirming By-Law – 24-2024

Motion 133-2024

That By-Law 24-2024, being a by-law to confirm the proceedings of the Council meeting held on May 21, 2024, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 134-2024

That the meeting be adjourned to Monday, June 3, 2024. (Time: 6:58p.m.)

Carried

Mayor

Clerk