



**COMMITTEE OF THE WHOLE  
MINUTES**

**Monday, October 15, 2018  
6:30 p.m.  
Health Centre Meeting Room  
555 King Street West  
Prescott, Ontario**

Present                      Mayor Brett Todd, Councillors Teresa Jansman  
Fraser Laschinger, Lee McConnell, Mike Ostrander, Ray Young

Staff                              Matthew Armstrong, CAO/Treasurer, Dan Beattie, Director of  
Public Works & Infrastructure, Kimberley Casselman, Director  
of Administration/Clerk, Katie Forrester, Tourism & Recreation  
Coordinator, and Lindsey Veltkamp, Deputy Clerk

**1.      CALL TO ORDER**

The meeting was called to order at 6:31 p.m.

**2.      APPROVAL OF AGENDA**

Motion: Laschinger, Jansman  
That the agenda be adopted as amended.

Carried

The agenda was amended by adding the following item:

- 1) Under Item #12 – ADD 12.2 Legalization of Cannabis

**3. DECLARATIONS OF INTEREST - None**

**4. PRESENTATIONS**

**4.1 Katie Forrester, Tourism & Recreation Coordinator - 2018  
Communities in Bloom - National Competition Results**

Katie Forrester, Tourism & Recreation Coordinator, spoke to her involvement with Communities in Bloom. She referenced the benefits in participating in the competition, CiB special projects, and all the hard work of volunteers and staff. Ms. Forrester spoke to the 2018 CiB results for Prescott. Mayor Todd thanked all staff and volunteers for their contributions.

**5. DELEGATIONS - None**

**6. COMMUNITY AND PROTECTIVE SERVICES**

**6.1 Staff Report 63-2018 - By-law Enforcement Activity within the Town  
of Prescott January 1 through September 30, 2018**

Motion: Laschinger, Young

That Committee of the Whole receive the By-law Enforcement Activity report from January 1, 2018 to September 30, 2018 for information purposes.

Carried

Shawn Merriman, Manager of Building and By-law Services, spoke to the report. He referenced the increase in sales of dog tags, the first draft of the sign by-law, and the addition of a new taxi service in town.

Discussion was held regarding fines for commercial parking on private property and the visibility of the newly installed crosswalk at Edward Street and Irvine Street.

## **6.2 Staff Report 64-2018 - Leo Boivin Community Centre Non-Ice Rentals**

Motion: Jansman, Young

That Committee of the Whole recommend that Council approve that the Leo Boivin Community Centre be offered for rent for non-ice activities using the following rates:

\$50.00 per hour where spectators are not present

\$75.00 per hour where spectators are present

\$625.00 per day for all day or multi-day events where they will have exclusive use of the arena for those days.

\*Additional charges for licensed events, staff setup and tear down, excess garbage, kitchen and meeting room usage will be included in the rental agreement; and

That staff report back on non-ice rental statistics in January 2019.

Carried

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

Discussion was held regarding rate comparisons to surrounding municipalities, the option of using the arena as winter storage, the demand to rent the space in the off-season, and increasing the arena's marketability.

## **7. FINANCE & CORPORATE SERVICES**

### **7.1 Staff Report 65-2018 - September 2018 Financial Report**

Motion: Laschinger, Ostrander

That Committee of Whole receive the attached Financial Operating Budget Report for September 30, 2018 for information purposes.

Carried

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

## **8. TOURISM & HERITAGE - None**

## **9. TRANSPORTATION & ENVIRONMENTAL SERVICES - None**

## **10. PLANNING**

### **10.1 Staff Report 66-2018 - Event Report regarding Ontario Home Builders Association (OHBA) Gala September 24, 2018**

Motion: Young, Jansman

That Committee of the Whole receive the event report for the 2018 Ontario Home Builders Association Gala for information purposes.

Carried

Shawn Merriman, Manager of Building and By-law Services, spoke to report and referenced the Home Believer pledge.

Discussion was held regarding the affordability of home ownership and the Town's previous involvement in Habitat for Humanity.

### **10.2 Staff Report 67-2018 - Event Report regarding Ontario Building Officials Association Annual Meeting and Training Sessions, 2018**

Motion: Jansman, McConnell

That Committee of the Whole receive the event report for the 2018 Ontario Building Officials Association Annual Meeting and Training Sessions for information purposes.

Carried

Shawn Merriman, Manager of Building and By-Law Services, spoke to the report.

### **10.3 Staff Report 68-2018 - Construction Activity in the Town of Prescott January through September 2018**

Motion: Jansman, Laschinger

That Committee of the Whole receive the construction activity report from January 1, 2018 to September 30, 2018 for information purposes.

Carried

Shawn Merriman, Manager of Building and By-law Services, spoke to report.

Discussion was held regarding ongoing renovations in the downtown core.

## **11. ECONOMIC DEVELOPMENT**

### **11.1 Staff Report 69-2018 - Ontario East Economic Development Municipal Conference**

Motion: Todd, Ostrander

That Committee of the Whole receive this report on the Ontario East Economic Development Municipal Conference for information purposes.

Carried

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

Discussion was held regarding the option of Councils participation in electronic meetings, and the turnout at the Ontario East Economic Development Municipal Conference.

## **12. NEW BUSINESS**

### **12.1 Action Item List**

Councillor Jansman referenced the crosswalk at Edward Street and Irvine Street.

Councillor McConnell referenced the downtown traffic light removal and Highway 401 construction.

### **12.2 Legalization of Cannabis**

Councillor Laschinger spoke to recent articles regarding cannabis legalization and the impact it has on municipalities.

Discussion was held regarding the attendance of Detachment Commander June Dobson at an upcoming meeting to discuss the legalization of cannabis. Further discussion was held regarding the timeline for municipalities to opt in or out of cannabis private retail stores.

**13. PERIOD FOR MEDIA QUESTIONS - None**

**14. CLOSED SESSION - None**

**15. RISE AND REPORT - None**

**16. ADJOURNMENT**

Motion: Ostrander, Young

That the meeting be adjourned. (Time: 8:47 p.m.)

Carried