



**PRESCOTT TOWN COUNCIL  
MINUTES**

**Tuesday, February 20, 2018  
6:30 p.m.  
Council Chambers  
360 Dibble St. W.  
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Fraser Laschinger, Mike Ostrander, and Ray Young

Staff Matthew Armstrong, Treasurer, Dan Beattie, Director of Public Works & Infrastructure, Kimberley Casselman, Director of Administration/Clerk, and Lindsey Veltkamp, Corporate Services, Executive Assistant

---

**1. Call to Order**

Mayor Todd called the meeting to order at 6:32 p.m.

**2. Approval of Agenda**

Motion 21-2018: Young, Ostrander

That the agenda for the Special Council Meeting of February 20, 2018, be approved as presented.

Carried

### **3. Closed Session**

#### **3.1 HR Matters**

Motion 22-2018: Jansman, Burton

That Council move into Closed Session at 6:35 p.m. to address matters pertaining to:

##### **3.1 HR Matters**

- personal matters about an identifiable individual, including municipal or local board employees; and

That the Treasurer, Director of Public Works & Infrastructure, Clerk, and Executive Assistant remain in the room.

Carried

Motion 23-2018: Burton, Young

That the meeting reconvene in Open Session. (Time: 7:20 p.m.)

Carried

### **4. Rise and Report**

During the Closed Session, Council received information from staff on Item 3.1 - HR Matters.

### **5. By-laws**

#### **5.1 Appointment of an Interim Chief Building Official**

Motion 24-2018: Ostrander, Young

That By-law 07-2018, being a by-law to appoint an Interim Chief Building Official for the Town of Prescott, be read a first and second time.

Carried

Motion 25-2018: Ostrander, Young

That By-law 07-2018, being a by-law to appoint an Interim Chief Building Official for the Town of Prescott, be read a third time, passed and signed by the Mayor and Clerk.

Carried

## **6. Period for Media Questions**

Wayne Lowrie, Brockville Recorder & Times, asked if the Interim CBO would continue working at the Township of Augusta and on contract with the Town of Prescott. Mayor Todd confirmed that the Interim CBO would work in both municipalities.

## **7. Confirming By-Law – 08-2017**

Motion 26-2018: Burton, Young

That By-Law 08-2018, being a by-law to confirm the proceedings of the Special Council meeting held on February 20, 2018, be read a first and second time.

Carried

Motion 27-2018: Burton, Young

That By-Law 08-2018, being a by-law to confirm the proceedings of the Special Council meeting held on February 20, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

## **8. Adjournment**

Motion 28-2018: Laschinger, Jansman

That the meeting be adjourned to Monday, February 26, 2018, at 6:30 p.m.  
(Time: 9:07 p.m.)

Carried

*Original Signed By*

*Original Signed By*

---

Mayor

---

Clerk