



**PRESCOTT TOWN COUNCIL**

**MINUTES**

**Monday, November 26, 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, and Mike Ostrander

Staff Dan Beattie, Director of Operations, Kimberley Casselman, Director of Administration/Clerk, Lindsey Veltkamp, Deputy Clerk

---

**1. Call to Order**

Mayor Todd called the meeting to order at 6:34 p.m.

A moment of silence was observed in honour of Vivian Young.

**2. Approval of Agenda**

Motion 231-2018: Laschinger, Jansman

That the agenda for the Council Meeting of November 26, 2018, be approved as presented.

Carried

**3. Declarations of Interest - None**

**4. Presentations – None**

**5. Delegations - None**

**6. Minutes of the previous Council meetings**

**6.1 Regular Council Minutes - October 29, 2018**

Motion 232-2018: Ostrander, Jansman

That the Council minutes of October 29, 2018, be accepted as presented.

Carried

**6.2 Special Council Minutes - November 21, 2018**

Motion 233-2018: McConnell, Ostrander

That the Special Council minutes of November 21, 2018, be accepted as presented.

Carried

**7. Communications & Petitions**

**7.1 Action Items - None**

**7.2 Information Items (under separate cover)**

Motion 234-2018: Laschinger, Jansman

That the information items under separate cover be received and filed.

Carried

1. Prescott Police Services Board Report – September 2018
2. Planning Advisory Committee Minutes – September 6 & October 30, 2018
3. Prescott BIA Minutes – October 3, 2018
4. Thank You Email – South Grenville Chamber of Commerce
5. Thank You Letter – Golfing for Maternal Care

6. United Counties of Leeds and Grenville Media Release – October 31, 2018
7. ROMA Board of Directors Zone Representative 2019-2023 Letter
8. Municipality of South Dundas resolution re: Water Levels
9. Township of McKellar resolution re: Governance Models

Councillor McConnell spoke to Item # 1 – Prescott Police Services Board Report – September 2018.

Councillor Laschinger spoke Item # 2 – Planning Advisory Committee Minutes – September 6 & October 30, 2018.

## **8. Committee Reports**

### **8.1 Committee of the Whole Report 15-2018**

#### **a. Committee of the Whole minutes dated November 5, 2018**

Motion 235-2018: Ostrander, Jansman

That the Committee of the Whole minutes dated November 5, 2018, be accepted as presented.

Carried

#### **b. Council Committee and Council Meeting Options**

Motion 236-2018: Jansman, Ostrander

That Council approve that the 2018-2022 Council meet as Committee of the Whole on the first and third Monday's of each month and meet as Council on the fourth Monday of each month; and

That the Chair for Committee of the Whole rotate every four months on a last name alphabetical basis to each Councillor. The Chair of Committee of the Whole will also be Deputy Mayor for those four months.

Carried

Councillor Jansman spoke to the motion.

Discussion was held regarding the procedure and the opportunity for all members of Council to act as Chair for the Committee of the Whole.

**c. Commercial Vehicles Operators Registration**

Motion 237-2018: McConnell, Ostrander

That the Director of Operations has the authority to bind the Corporation of the Town of Prescott in matters pertaining to the Commercial Vehicles Operators Registration and the Ministry of Transportation for the Province of Ontario.

Carried

**8.2 Committee of the Whole Report 16-2018**

**a. Committee of the Whole minutes dated November 19, 2018**

Motion 238-2018: Laschinger, Jansman

That the Committee of the Whole minutes dated November 19, 2018, be accepted as presented.

Carried

**b. Integrity Commissioner Reappointment**

Motion 239-2018: Jansman, Laschinger

That Council continue with the appointment of Andrew Tremayne as the Town of Prescott Integrity Commissioner until such appointment is rescinded by Council.

Carried

Councillor Jansman spoke to continuing with Andrew Tremayne as the Town's Integrity Commissioner.

Kimberley Casselman, Clerk, referenced the upcoming Joint RFP through the United Counties of Leeds and Grenville, for an Integrity Commissioner.

## **9. Mayor**

Mayor Todd spoke to his attendance at the Prescott Fire Department's Light Up the Night parade held on November 16. He thanked the Fire Department, members of Council, Town staff, and volunteers. He referenced his attendance at the Leeds & Grenville Joint Services meeting and the South Grenville Chamber of Commerce Awards Banquet held on October 30.

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

Councillor Jansman spoke to her attendance at the Leeds, Grenville & Lanark District Board of Health meeting held on November 15.

Councillor Laschinger spoke to his attendance at the South Grenville Chamber of Commerce Awards held on October 30, the Remembrance Day Ceremony held on November 11, a recent Prescott-Ogdensburg Pedestrian and Bicycle Ferry Working Group meeting, and the Prescott Cemetery Board meeting held on November 20. He spoke to his last four years sitting on Council and thanked supporters, staff, and members of Council.

Councillor McConnell spoke to his attendance at the Remembrance Day Ceremony held on November 11, the Prescott Library Board meeting held on November 20, the Council orientation session held on November 21, and the Wastewater Treatment Facility Management Board meeting held on November 22.

Councillor Ostrander spoke to his attendance at the Prescott Fire Department's Light Up the Night Parade held on November 16, the South Grenville Chamber of Commerce Awards held on October 30, the South Grenville Chamber of Commerce meeting held on November 21, and the upcoming Walker House luncheon being held on November 30.

## **11. Staff - None**

**12. Resolutions**

**12.1 Inaugural Meeting Time Change**

Motion 240-2018: Ostrander, Jansman

That the rules of procedure be waived to approve the following motion:

That the Inaugural meeting of the 2018-2022 Council commence at 6:00 p.m. on Monday, December 3, 2018.

Carried

**13. By-laws**

**13.1 Procedural By-Law Amendment**

Motion 241-2018: Jansman, Laschinger

That By-Law 43, being a by-law to amend By-Law No. 42-2014, being a by-law to govern the proceedings of Council and its Committees, be read a first and second time.

Carried

Motion 242-2018: Jansman, Laschinger

That By-law 43-2018, being a by-law to amend By-Law No. 42-2014, being a by-law to govern the proceedings of Council and its Committees, be read a third time, passed and signed by the Mayor and Clerk.

Carried

**14. New Business - None**

**15. Notices of Motion - None**

**16. Mayor's Proclamation**

Mayor Todd thanked Councillor Laschinger for his dedication and service to the Town and presented him with a gift from Council.

Councillor Laschinger thanked Council, residents of the town, Town staff, his supporters, and wished the new Council the best of luck in the upcoming term.

**17. Period for Media Questions – None**

**18. Closed Session - None**

**19. Rise and Report - None**

**20. Confirming By-Law – 44-2018**

Motion 243-2018: McConnell, Ostrander

That By-Law 44-2018, being a by-law to confirm the proceedings of the Council meeting held on November 26, 2018, be read a first and second time.

Carried

Motion 244-2018: McConnell, Ostrander

That By-Law 44-2018, being a by-law to confirm the proceedings of the Council meeting held on November 26, 2018, be read a third time, passed and signed by the Mayor and Clerk.

Carried

**21. Adjournment**

Motion 245-2018: Ostrander, Jansman

That the meeting be adjourned. (Time: 7:18 p.m.)

Carried

*Original Signed By*

*Original Signed By*

---

Mayor

---

Clerk