



**COMMITTEE OF THE WHOLE  
MINUTES**

**Monday, February 4, 2019  
6:45 p.m.  
Council Chambers  
360 Dibble St. W.  
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, Mike Ostrander, Gauri Shankar and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Dan Beattie, Director of Operations, Kimberley Casselman, Clerk, Katie Forrester, Tourism & Recreation Coordinator, Ed Yandea, Public Works Supervisor, Paul DeDekker, Facility Supervisor, Kaitlin Mallory, Executive Assistant Operations, Susan Vallom, Walker House Director, and Lindsey Veltkamp, Deputy Clerk

**1. CALL TO ORDER**

The meeting was called to order at 6:37 p.m.

**2. APPROVAL OF AGENDA**

Motion: Shankar, Jansman  
That the agenda be adopted as presented.

Carried

3. **DECLARATIONS OF INTEREST – None**
4. **PRESENTATIONS - None**
5. **DELEGATIONS - None**
6. **FINANCE & CORPORATE SERVICES - None**
7. **OPERATIONS - None**
8. **ECONOMIC DEVELOPMENT, BUILDING, BY-LAW, PLANNING & HERITAGE - None**
9. **WATER & WASTEWATER - None**
10. **PROTECTIVE SERVICES & COMMUNITY LIAISON - None**
11. **CAPITAL & PROJECTS - None**
12. **NEW BUSINESS**
  - 12.1 **Action Item List - None**
13. **PERIOD FOR MEDIA QUESTIONS – None**

**14. CLOSED SESSION**

**14.1 Council Training - Operations**

Motion: Shankar, Young

That Committee of the Whole resolve into Council and move into Closed Session at 6:40 p.m. under Section 239 (3.1) of the *Municipal Act, 2001*, for the purpose of educating or training the members with regard to "Council Training - Operations"; and

That at the meeting, no member discuss or otherwise deal with any matter in a way that materially advances business or decision-making of the Council, local board, or committee; and

That the CAO/Treasurer, Director of Operations, Director of Administration/Clerk, Deputy Clerk, Tourism & Recreation Coordinator, Walker House Director, Executive Assistant, Operations, Facilities Supervisor, and Public Works Supervisor remain in the room."

Motion: Shankar, Young

That Council reconvene into Committee of the Whole and move into Open Session. (Time: 8:26 p.m.)

Carried

**15. RISE AND REPORT**

During the Closed Session, Council received training regarding the Town's Operation Department.

**16. ADJOURNMENT**

Motion: Shankar, Young

That the meeting be adjourned. (Time: 8:29 p.m.)

Carried