



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, October 7, 2019
6:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

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

Staff Matthew Armstrong, CAO/Treasurer, Katie Forrester, Tourism &
Recreation Coordinator, Shawn Merriman, Manager of Building
& By-Law, and Lindsey Veltkamp, Deputy Clerk

1. CALL TO ORDER

Councillor McConnell, Chair, called the meeting to order at 6:30 p.m.

2. APPROVAL OF AGENDA

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

Carried

3. DECLARATIONS OF INTEREST

Councillor Shankar declared a conflict of interest on Item 7.2 – Staff Report 74-2019 – LG Approved Small Business & Trade Show: In-Kind Facility Fee Waiver Application. A copy of the Declaration of Interest form is held on file.

4. PRESENTATIONS – None

5. DELEGATIONS

5.1 Prescott Curling Club - Gary Albers

Gary Albers, Prescott Curling Club President, spoke to the history of the club, the club's operation, the work of volunteers, and the programs offered. He requested on behalf of the Prescott Curling Club that Council consider including a curling rink in the proposed arena plans.

Discussion was held regarding the number of members, the Town's Recreation Master Plan, and the club's request. Further discussion was held regarding the feasibility of including a curling rink in the arena plans and the current funding application.

Motion: Jansman, Ostrander

That Committee of the Whole direct staff to consult with the Town's engineers regarding the feasibility of increasing the infrastructure to add a curling rink to the proposed arena in the second phase of the project, at no risk to the application deadline and that staff report back to Council on this matter.

Carried

6. FINANCE & CORPORATE SERVICES

6.1 Staff Report 71-2019 - 2020 Budget Process

Motion: Burton, Jansman

That Committee of the Whole direct staff to proceed with the 2020 Budget Process and changes to the meeting schedules as outlined in this report (staff report 71-2019).

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the suggested 2020 Operating Budget timeline, the addition of two special meetings, and the process going forward.

Discussion was held regarding budgetary amounts that have yet to be received and the suggested meeting schedule.

6.2 Staff Report 72-2019 - 2020 Capital and Operational Project Suggestions

Motion: Ostrander, Jansman

That Committee of the Whole direct staff to proceed with obtaining public feedback on the 2020 Capital and Operational Project Suggestions by way of electronic survey and report back to Committee of the Whole on November 4, 2019.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the Capital and Operating budgets, projects included in each budget, and the survey questions for public feedback.

Discussion was held regarding which items would be included in the public survey, prioritizing projects, the option of adding dollar values to each project, and the timeline for publishing the survey and bringing results back to Council.

7. OPERATIONS

7.1 Staff Report 73-2019 - Community Centre Net Operating Cost Sharing

Motion: Todd, Shankar

That Committee of the Whole endorse the concept of the sharing of Net Operating Costs of the South Grenville Community Centres and bring forward this proposal to the Township of Augusta and the Township of Edwardsburgh Cardinal Municipal Councils.

Carried

Matthew Armstrong, CAO/Treasurer, spoke to the report. He referenced the current status of the Town's application for funding, the concept of net cost sharing, and the benefits to residents. Discussion was held regarding shared services, the Town's commitment to net cost sharing, and other municipalities with similar cost sharing agreements.

7.2 Staff Report 74-2019 - LG Approved Small Business & Trade Show: In-Kind Facility Fee Waiver Application

Motion: Burton, Jansman

That Committee of the Whole direct staff to administer the extension of the LG Small Business & Trade Show rental of the Leo Boivin Community Centre to include March 4 & 5, 2020, as an in-kind support to the event.

Carried

Katie Forrester, Tourism & Recreation Coordinator, spoke to the request. She referenced the past success of the event and the cost of the request.

Discussion was held regarding the trade show in 2019, the number of attendants, the option of streamlining requests and developing a policy.

8. ECONOMIC DEVELOPMENT, BUILDING, BY-LAW, PLANNING & HERITAGE
- None

9. WATER & WASTEWATER - None

10. PROTECTIVE SERVICES & COMMUNITY LIAISON

Councillor Ostrander spoke to the upcoming Prescott Fire Fighter Long Service Award Presentation taking place at the Council meeting of November 25 and the Food For All Food Bank's upcoming spaghetti dinner.

11. CAPITAL & PROJECTS - None

12. NEW BUSINESS

12.1 Action Item List

Councillor Burton requested that the Social Media and Council Expense policy be added to the Action Item List.

Discussion was held regarding the work of the policy working group, which was in the process of scheduling a meeting.

13. PERIOD FOR MEDIA QUESTIONS - None

14. CLOSED SESSION

14.1 Purchase & Sale

Motion: Jansman, McConnell

That Committee of the Whole resolve into Council and move into Closed Session at 8:30 p.m. to address a matter pertaining to:

14.1 Purchase & Sale

- Under Section 239(2)(c) of the Municipal Act, 2001 - a proposed or pending acquisition or disposition of land by the municipality or local board; and

That the CAO/Treasurer and Deputy Clerk remain in the room.

Carried

Motion: Jansman, Burton

That Council reconvene into Committee of the Whole and move into Open Session. (Time: 8:55 p.m.)

Carried

15. RISE AND REPORT

During the Closed Session, staff provided information to Council and received direction regarding Item # 14.1 Purchase & Sale.

16. ADJOURNMENT

Motion: Jansman, Shankar

That the meeting be adjourned. (Time: 8:56 p.m.).

Carried