



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, January 20, 2020
6:00 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, Kimberley Casselman, Director of Administration/Clerk, Dana Valentyne, Economic Development Officer

1. CALL TO ORDER

Councillor Ostrander, Chair, called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

Motion: Burton, McConnell
That the agenda be adopted as presented.

Carried

3. DECLARATIONS OF INTEREST

Councillor Shankar declared a conflict of interest in relation to agenda item 6.3, as the organizer of Beacon Bags is one of his employees. A copy of Councillor Shankar's Declaration of Interest form is held on file. Councillor Shankar did not participate in discussion or vote on this item.

4. PRESENTATIONS - None

5. DELEGATIONS

5.1 Kyle Johnston – Brockville Rifles

Kyle Johnston, Brockville Rifles, spoke to reserve recruitment in Prescott and the surrounding area. He explained the role of reserves and how he was actively recruiting new members. Committee members recommended certain local organizations to reach out to in regard to recruitment. Mayor Todd requested that staff promote the recruitment campaign on the Town's social media.

5.2 Annika Squires – Sponsorship for Exchange

Annika Squires spoke to being diagnosed and living with dyslexia. She spoke to her ongoing achievements of improving her reading skills and informed Committee that she would be going on a French language exchange in Quebec. She stated that she was reaching out to organizations for funding for the exchange.

Committee members thanked Annika for her presentation and commended her on overcoming her learning disability. Committee directed staff to report back on options for various youth programming funding potentially linked to the Town's Community Grants Program.

6. FINANCE & CORPORATE SERVICES

6.1 Budget 2020 – Budget Overview & Taxation

Matthew Armstrong, CAO/Treasurer, spoke to a budget presentation regarding the budget overview and taxation. A copy of the presentation is held on file. Committee members discussed the potential tax rate increase of 1.55% and spoke to decreasing or

increasing that figure by making changes to the budget. Mr. Armstrong stated that the budget meetings in February would focus on reviewing user fees, garbage and recycling analysis, event review, and water and wastewater revenue and expenses.

Further discussion was held regarding the overall budget process, the sidewalk budget, the dedicated infrastructure reserve amount, and overall reserve amounts.

6.2 2020 Projects Budget

Matthew Armstrong, CAO/Treasurer, spoke to a budget presentation regarding the 2020 projects budget. A copy of the presentation is held on file.

Discussion was held regarding the various proposed capital and operational projects including the reconstruction of East Street funding, accessible sidewalks, an accessible swing, the sidewalk plow and its various attachments, a hot box asphalt trailer, dock replacement at the marina, and LED lighting.

Further discussion was held regarding CIP program support, Brockville General Hospital project support, and the fiscal policy reserve. Committee members also spoke to exploring a regional transportation system, solar lights along the heritage trail, the community centre and water fountain reserves, and the dog park location.

6.3 Staff Report 01-2020 – In Kind Support – Rental Fee Subsidy Application (Seaway Church)

Councillor Shankar vacated his seat at 7:42 p.m.

Motion: Todd, McConnell

That Committee of the Whole direct staff to administer the rental fee waiver for the use of tables for the Seaway Church “Ladies Breakfast” event on February 1, 2020.

Carried

Committee members spoke to the request. Discussion was held regarding organizations finding sponsors for event support, and the need for potentially revising the rental fee subsidy policy

Councillor Shankar returned to his seat at 7:50 p.m.

7. OPERATIONS - None

Councillor Shankar commended Operations staff on their snow plowing and removal work.

8. ECONOMIC DEVELOPMENT, BUILDING, BY-LAW, PLANNING & HERITAGE

8.1 Staff Report 02-2020 – Prescott Business Improvement/South Grenville Chamber of Commerce – Joint Coordinator and Location Partnership

Motion: Jansman, Todd

That Committee of the Whole recommend that Council approve that the Town of Prescott support the Joint Coordinator Initiative and Location Partnership for the Prescott Business Improvement Area and the South Grenville Chamber of Commerce in the amount of \$13,400 for 2020.

Dana Valentyne, Economic Development Officer, provided an overview of the report.

Committee members discussed the BIA annual levy, the possibility of a shared space being located at Town Hall, reluctance of supporting a joint role, past joint coordinator roles, and if the Chamber of Commerce had reached out to other South Grenville municipalities for financial support for the role. Further discussion was held regarding expanding the BIA, the sustainability of the two organizations, changing the name of the South Grenville Chamber of Commerce, and supporting the position for a one year time period.

Motion: Burton, Shankar

That the Prescott Business Improvement/South Grenville Chamber of Commerce – Joint Coordinator and Location Partnership item be deferred to the Council meeting of January 27, 2020.

CARRIED on a division of 4 YEAS and 3 NAYS, as follows:

YEAS (4): Councillors Burton, Ostrander, Shankar, and Young

NAYS (3): Councillors Jansman, McConnell, and Mayor Todd

Ms. Valentyne stated that Council members could reach out to her over then next week with any questions they might have regarding this item.

Motion: Todd, Jansman

That staff be directed to invite representatives from the Prescott Business Improvement Area and the South Grenville Chamber of Commerce to the Council meeting of January 27, 2020.

Carried

9. WATER & WASTEWATER - None

10. PROTECTIVE SERVICES & COMMUNITY LIAISON

10.1 Staff Report 03-2020 – 2020 Community Awards: Citizen of the Year, Volunteer of the Year, and Business of the Year

Kimberley Casselman, Director of Corporate Services/Clerk, spoke to the 2020 Community Awards. She stated that nomination promotion would begin within the week and that the awards would be held in May, as in previous years. Ms. Casselman also spoke to the Community Awards Selection Panel and suggested that Committee appoint three members to the 2020 selection panel.

Motion: Young, Shankar

That Committee of the Whole recommend that Council appoint Mayor Todd and Councillors Shankar and McConnell to the 2020 Community Awards Selection Panel.

Carried

11. CAPITAL & PROJECTS - None

12. NEW BUSINESS

12.1 Action Item List

Councillor Jansman requested that the review of the fire agreements with the Townships of Edwardsburgh Cardinal and Augusta be added to the Action Item List.

Mayor Todd thanked Operations staff for their hard work on snow plowing and removal. He stated that snow removal would take place on January 21st and 22nd throughout town and requested that staff communicate snow removal dates directly with Council.

13. PERIOD FOR MEDIA QUESTIONS - None

14. CLOSED SESSION

14.1 Purchase & Sale

Motion: Young, Shankar

That Committee of the Whole resolve into Council and move into Closed Session at 8:4 p.m. to address a matter pertaining to:

14.1 Purchase & Sale

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

That the CAO/Treasurer remain in the room.

Carried

Motion: Young, Shankar

That the meeting reconvene into Committee of the Whole and move into Open Session. (Time: 9:15 p.m.)

Carried

15. RISE AND REPORT

During the Closed Session, Council received information and provided direction to staff on a purchase and sale matter.

16. ADJOURNMENT

Motion: Burton, Shankar

That the meeting be adjourned. (Time: 9:16 p.m.).

Carried