



**COMMITTEE OF THE WHOLE  
MINUTES**

**Tuesday, September 5, 2017  
7:00 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 Pierre Mercier, CAO, 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**

The meeting was called to order by Mayor Todd at 6:58 p.m.

**2. APPROVAL OF AGENDA**

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

Carried

3. **DECLARATIONS OF INTEREST** - None
4. **PRESENTATIONS** - None
5. **DELEGATIONS** - None
6. **COMMUNITY AND PROTECTIVE SERVICES** - None
7. **FINANCE & CORPORATE SERVICES**

- 7.1 **Staff Report 51-2017 - July 2017 Financial Report**

Motion: Ostrander, Burton

That Committee of the Whole receive the Financial Operating Budget, Capital Budget, Reserve Funds and Long Term Debt reports for July 31, 2017, for information purposes.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report. He spoke to the second and third tax installment revenue, St. Lawrence Street completion, incoming invoices from the new Fire Hall project, and the reserves.

Discussion was held regarding Infrastructure Ontario loans, water and wastewater budget, and traffic lights.

- 7.2 **Presentation - 2018 Capital Planning**

Matthew Armstrong, Treasurer, presented a PowerPoint presentation regarding 2018 Capital Planning. A copy of the presentation is held on file. Mr. Armstrong spoke to previously approved projects for 2018, planning based items, the asset management plan, the recreation master plan, and a capital plan.

Discussion was held regarding the recreation master plan, LED light replacements, wayfinding signage, the importance of receiving front line staff input, and Town branding.

Mr. Armstrong requested that Council members submit their top five priority items, which would assist with costing and the overall budget process. He stated that he would bring back the costing of these items in October.

**8. TOURISM & HERITAGE**

Councillor Laschinger spoke to the upcoming dedication of the Sandy Hill Cemetery gates, being held on September 16<sup>th</sup> at 11:00 a.m.

**9. TRANSPORTATION & ENVIRONMENTAL SERVICES - None**

**10. PLANNING**

Councillor Ostrander stated that there would be an Official Plan update coming soon.

**11. ECONOMIC DEVELOPMENT - None**

**12. NEW BUSINESS**

**12.1 Action Item List**

Councillor Jansman requested that an additional date be considered for yard waste pick up due to the recent storms.

Councillor Laschinger requested to meet with staff to prepare for the upcoming Jean Casselman Wadds plaque unveiling ceremony.

Discussion was held regarding the removal of traffic lights, installment of the crosswalks, and the line painting.

**13. PERIOD FOR MEDIA QUESTIONS – None**

**14. CLOSED SESSION – None**

**15. RISE AND REPORT - None**

**16. ADJOURNMENT**

Motion: Young, Ostrander

That the meeting be adjourned. (Time 7:55 p.m.)

Carried