



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, April 3, 2017
6:30 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Teresa Jansman, Fraser Laschinger, Lee McConnell, 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, Katie Allard, Tourism & Recreation Coordinator, and Lindsey Veltkamp, Corporate Services Executive Assistant

1. CALL TO ORDER

The meeting was called to order by Mayor Todd at 6:36 p.m.

2. APPROVAL OF AGENDA

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

Carried

3. DECLARATIONS OF INTEREST

Councillor Young declared a pecuniary interest on Item 7.1 Staff Report 13-2017 – Vacancy Rebate Program.

4. PRESENTATIONS

4.1 Dr. Paula Stewart, Medical Officer of Health - Healthy Community Report

Dr. Paula Stewart, Medical Officer of Health, provided an overview of the Healthy Community Report. She presented a plaque to Mayor Todd regarding the Town's endorsement of the Healthy Community Vision of Lanark, Leeds and Grenville.

Discussion was held regarding the Lanark, Leeds & Grenville Health Unit and the Town's efforts in maintaining a healthy community.

5. DELEGATIONS - None

6. COMMUNITY AND PROTECTIVE SERVICES

6.1 Staff Report 12-2017 - Utility Vehicle Purchase

Motion: Young, Jansman

That Committee of the Whole recommend that Council approve the purchase of a utility vehicle (SUV) for the Prescott Fire Department, as budgeted for in the 2017 Budget.

The following amendment to the main motion was put forward:

Motion: Young, Jansman

That the main motion be amended by adding the word lease.

Carried

Motion: Young, Jansman

That Committee of the Whole recommend that Council approve the purchase or lease of a utility vehicle (SUV) for the Prescott Fire Department, as budgeted for in the 2017 Budget.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report. Discussion was held regarding the budget, use of the vehicle, the benefits the vehicle would provide, and the storage of the vehicle.

7. FINANCE & CORPORATE SERVICES

7.1 Staff Report 13-2017 - Vacancy Rebate Program

Motion: Ostrander, Laschinger

That Committee of the Whole recommend that Council approve that vacancy rebates not be adjusted at this time and that staff be directed to monitor vacancy rebate requests, as well as the current state of vacant commercial and industrial lands within the Town of Prescott.

Withdrawn

Motion: Todd, Laschinger

That staff be directed to initiate the process to move towards a Town of Prescott potential vacancy rebate policy in time for the July 1st Ministry deadline.

Carried

Councillor Young vacated his seat and did not take part in the discussion or vote on the item.

Matthew Armstrong, Treasurer, provided an overview of the report. Discussion was held regarding empty stores, property standards, initiating conversations with Port Hope regarding their policy, and the need for discussion with the Ministry.

7.2 Staff Report 14-2017 - Purchasing By-Law

Motion: McConnell, Laschinger

That Committee of the Whole forward By-law 17-2017, being a by-law to provide the purchasing policies, practices, and procedures of goods and services by the Town of Prescott known as the "Purchasing By-Law", to Council for consideration and approval.

The following amendment to the main motion was put forward:

Motion: Young, McConnell

That the main motion be amended by having the Purchasing By-law come back to the Committee of the Whole meeting of April 18th for further consideration.

Carried

Motion: McConnell, Laschinger

That the Committee of the Whole forward By-law 17-2017, being a by-law to provide the purchasing policies, practices, and procedures of goods and services by the Town of Prescott known as the "Purchasing By-Law", to the next Committee of the Whole meeting on April 18 for further consideration.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report and draft by-law.

Discussion was held regarding the by-law pertaining to committees and boards, the preferred vendors list, the importance of local businesses, and the changes Council requested to be made to the by-law.

8. TOURISM & HERITAGE – None

9. TRANSPORTATION & ENVIRONMENTAL SERVICES

Councillor McConnell spoke to the sidewalk cleaning that would begin shortly due to the nice weather.

10. PLANNING

Councillor Ostrander asked when the revised Official Plan would be presented to Council. Pierre Mercier, CAO, stated that the draft Official Plan would be provided to Council at the Committee of the Whole meeting on April 18.

11. ECONOMIC DEVELOPMENT – None

12. NEW BUSINESS

12.1 Action Item List

Councillor McConnell spoke to the Wellington Elementary School Update. Discussion was held regarding starting a dialogue with the Upper Canada District School Board regarding the proposed expansion of Wellington Elementary School, and a letter received from Board Trustee Swan regarding this issue.

Councillor Laschinger requested that the Jean Casselman Wadds Memorial and Centennial Park improvements be added to the Action Item List.

13. PERIOD FOR MEDIA QUESTIONS – None

14. CLOSED SESSION – None

15. RISE AND REPORT – None

16. ADJOURNMENT

Motion: Ostrander, Young

That the meeting be adjourned. (Time 8:10 p.m.)

Carried

Original signed by

Mayor

Original signed by

Clerk