



**COMMITTEE OF THE WHOLE  
MINUTES**

**Monday, June 19, 2017  
5:30 p.m.  
Council Chambers  
360 Dibble St. W.  
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, 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 Administration/Clerk, and Lindsey Veltkamp, Corporate Services Executive Assistant

**1. CALL TO ORDER**

The meeting was called to order by Mayor Todd at 5:37 p.m.

**2. APPROVAL OF AGENDA**

Motion: McConnell, Ostrander  
That the agenda be adopted as amended.

Carried

The agenda was amended as follows:

- 1) Under Item # 12 – New Business add:
  - 12.2 – Marina Trim
  - 12.3 – Update on Curling Club Request

### **3. DECLARATIONS OF INTEREST**

Mayor Todd declared a conflict of interest with regard to item 10.1.

Councillor Young declared a conflict of interest with regard to item 7.1.

### **4. PRESENTATIONS**

#### **4.1 Closed Session - Town of Prescott Insurance**

Motion: Burton, Jansman

That Committee of the Whole move into Closed Session at 5:40 p.m. to address matters pertaining to:

Insurance Training -  
Section 239 (3.1) of the Municipal Act, 2001, for the purpose of educating or training the members with regard to Town of Prescott insurance coverage; and

That at this item no member will 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 Public Works & Infrastructure, Clerk, and Executive Assistant, Corporate Services, remain in the room.

Carried

Motion: Burton, Jansman

That the meeting reconvene in Open Session. (Time: 6:40 p.m.)

Carried

During the Closed Session, Council members received information and provided staff with direction on item 4.1

Council recessed from 6:40 p.m. to 6:56 p.m.

## **5. DELEGATIONS**

### **5.1 Sherry Spring - Prescott Women in Business**

Sherry Spring and Sue Torrance spoke to Council members about Prescott Women in Business and their upcoming events, including Harvest Days on September 30, and Zombie Days on October 28. They requested \$1,000 from the Town to help with their events.

Discussion was held regarding Prescott Women in Business membership, their mandate, the history of women in business groups in Prescott, and if the BIA and South Grenville Chamber of Commerce were involved with the group's event planning in the downtown.

Committee directed staff to bring back a report regarding the funding request.

## **6. COMMUNITY AND PROTECTIVE SERVICES**

Councillor Burton spoke to the recent Business Showcase & Expo held on June 9 and 10.

Councillor Young vacated his seat at 7:07 p.m.

## **7. FINANCE & CORPORATE SERVICES**

### **7.1 Staff Report 33-2017 - Commercial / Industrial Vacancy Rebate Program**

Motion: Burton, Laschinger

That Committee of the Whole recommend that Council phase out the Vacancy Rebate Program for Commercial and Industrial Properties by reducing the rebate rate to 15% in 2017 and 0% in 2018; and

That Council direct staff to develop a revised Community Improvement Plan that would be supported by the funds previously used to provide vacancy rebates to commercial and industrial property owners in the Town of Prescott.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report. He spoke to the public information session held on Tuesday, June 13.

Discussion was held regarding the past tax system, eliminating the rebate, and rejuvenating the downtown.

Councillor Young returned to his seat at 7:27 p.m.

## **8. TOURISM & HERITAGE**

Councillor Laschinger spoke to the recent C3 Vessel visit on Wednesday, June 7.

## **9. TRANSPORTATION & ENVIRONMENTAL SERVICES**

Councillor McConnell spoke to the construction on St. Lawrence Street, the donation of beach sand by Ken Miller Excavation, and the lawn bowling club.

Mayor Todd vacated his seat at 7:34 p.m.

## **10. PLANNING**

### **10.1 Staff Report 34-2017 - Woodland Subdivision - Mapleview Homes**

Motion: Jansman, Young

That Committee of the Whole recommend that Council authorize the undertaking of preliminary engineering investigations consisting of topographic mapping and a geotechnical review of Woodland Drive in order to allow detailed cost estimates for the eventual construction of the road and related infrastructure services from Fischl to McAuley Road; and

That Committee of the Whole recommend that Council authorize the use of monies in the water and waste water reserves to undertake the required engineering investigation.

Carried

Pierre Mercier, CAO, provided an overview of the report. He stated that in order to make an informed decision on the next phase of the development preliminary engineering work would be required.

Discussion was held regarding past geotechnical surveys, the cost of the work to be done, and the timeline for undertaking a topographic mapping and a geotechnical review of Woodland Drive.

Mayor Todd returned to his seat at 7:52 p.m.

## **11. ECONOMIC DEVELOPMENT - None**

## **12. NEW BUSINESS**

### **12.1 Action Item List**

No additions were made to the Action Item List.

### **12.2 Prescott Curling Club Paving Request – Update**

Motion: Laschinger, Young

That staff be directed to repair the paving in front of the Prescott Curling Club at a maximum price of \$5,500.

Carried

Dan Beattie, Director of Public Works & Infrastructure, stated that he had received a quote of \$5,500 to pave in front of the Curling Club.

Discussion was held regarding the price, different options other than paving the area, and bringing options back to the Curling Club for their feedback.

### **12.3 Marina Trim**

Motion: Jansman, Laschinger

That staff be directed to bring back a report with costing on the repair of the marina trim with rubber rock.

Carried

Mayor Todd spoke to the trim along the walkway at the marina, the cracked and broken areas, and the possibility of its repair.

Discussion was held regarding the trim location, drainage, and cost.

### **13. PERIOD FOR MEDIA QUESTIONS**

Austin Ling, Coast FM, asked for clarification on the vacancy rebate program and the enhancement of the Community Improvement Plan.

Mayor Todd stated that the CIP would be enhanced and then come back to Council for final approval.

### **14. CLOSED SESSION**

#### **14.1 Human Resources**

Motion: Laschinger, Jansman

That Committee of the Whole move into Closed Session at 8:20 p.m. to address matters pertaining to:

##### 14.1 Human Resources

- personal matters about an identifiable individual, including municipal or local board employees; and

That the CAO, Treasurer, Director of Public Works & Infrastructure, and Clerk remain in the room.

Carried

Motion: Laschinger, Jansman

That the Committee of the Whole reconvene in open session.  
(Time 9:08 p.m.)

Carried

### **15. RISE AND REPORT**

During the Closed Session, Council received information and provided direction to staff on item 14.1. Mayor Todd stated that the Town would proceed with filling the position of Supervisor of Facilities.

### **16. ADJOURNMENT**

Motion: Burton, Jansman

That the meeting be adjourned. (Time 9:11 p.m.)

Carried