



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, January 16, 2017
6:30 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, Clerk, and Lindsey Veltkamp, Corporate Services Administrative Assistant.

1. CALL TO ORDER

The meeting was called to order by Mayor Todd at 6:32 p.m.

2. APPROVAL OF AGENDA

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

Carried

3. DECLARATIONS OF INTEREST - None

4. PRESENTATIONS - None

5. DELEGATIONS - None

6. COMMUNITY AND PROTECTIVE SERVICES

Councillor Burton spoke to the Winter Cup Classic on January 14. She stated that the event was a great success and that it raised \$3,300 which would go towards hockey registration for children. Councillor Burton thanked all of the volunteers and staff members that helped with the tournament.

7. FINANCE & CORPORATE SERVICES

7.1 Staff Report 03-2017 – Ranked Ballot Elections

Motion: Young, Ostrander

That Committee of the Whole recommend that Council approve that the existing First Past the Post electoral system be retained for the 2018 municipal election; and

That staff report to Council in 2019 on the experiences of Ontario jurisdictions that opted for ranked balloting in 2018.

Carried

Kimberley Casselman, Clerk, provided an overview of the report.

Discussion was held regarding ranked ballot elections. Committee members spoke to retaining the First Past the Post electoral system for the 2018 municipal election.

7.2 Employee Code of Conduct

Motion: Burton, McConnell

That Committee of the Whole forward the Employee Code of Conduct to Council for final consideration and approval

Carried

Pierre Mercier, CAO, provided an overview of the proposed Employee Code of Conduct. Committee members discussed the need for linking the Internal Communication Protocol to the Employee Code of Conduct. Staff was directed to bring back the Employee Code of Conduct to the February Council meeting for final consideration and approval.

7.3 2017 Operations Budget

Matthew Armstrong, Treasurer, presented a PowerPoint presentation regarding the 2017 Operations Budget. Mr. Armstrong spoke to changes to expenses from previous presentations, changes to revenue from previous presentations, salaries and benefits, the operational budget summary, and next steps in the budget process.

Discussion was held regarding Joint Services, Public Health, and St. Lawrence Lodge budget estimates. Further discussion was held regarding the proposed 2% tax levy increase and the decrease in overall assessment. Mr. Armstrong stated that the next budget meeting would take place on February 6 and would revisit the capital projects list.

8. TOURISM & HERITAGE - None

9. TRANSPORTATION & ENVIRONMENTAL SERVICES – None

10. PLANNING – None

11. ECONOMIC DEVELOPMENT

11.1 Staff Report 04-2017 - Potential Business Retention and Expansion (BR+E) Leadership Team Members

Motion: Burton, Jansman

That the following business and community leaders be appointed to the Business Retention and Expansion (BR+E) Leadership Committee in order to provide executive-level leadership for the program in collaboration with the Lead Organization, the Corporation of the Town of Prescott.

The potential leadership group members are as follows:

Shelley Bacon, Owner, Northern Cables
Judi Baril, Community Representative
Carolyn Burpee, Owner, Shoppers Drug Mart (Prescott and Brockville locations)
Jag Chawla, Regional Representative, Owner, Apex Logistics Inc
Julie Marshall, Employment Services Coordinator, CSE Consulting
Chris O'Reilly, Owner/Manager, Your Independent Grocer
Dave Stevens, Owner, Netfox and Dynamic Liquidation

Council Members:

Brett Todd, Mayor
Ray Young, Council Member, Chair of the Economic Development Standing Committee

Carried

Pierre Mercier, CAO, provided an overview of the report. Discussion was held regarding the process for selecting the Leadership Team members. Committee members expressed their approval of the Leadership Team. Mr. Mercier stated that the BR+E Coordinator, Jacqueline Shoemaker-Holmes, would be presenting to Council in the near future regarding the progress of the BR+E program.

12. **NEW BUSINESS** – None
13. **PERIOD FOR MEDIA QUESTIONS** – None
14. **CLOSED SESSION** – None
15. **RISE AND REPORT** – None

16. ADJOURNMENT

Motion: Burton, Ostrander

That the meeting be adjourned. (Time: 7:16 p.m.)

Carried

Original Signed By

Mayor

Original Signed By

Clerk