



**COMMITTEE OF THE WHOLE
MINUTES**

**Tuesday, May 22, 2018
6:30 p.m.
Health Centre Meeting Room
555 King Street West
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Teresa Jansman,
Fraser Laschinger, Lee McConnell, 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 6:31 p.m.

2. APPROVAL OF AGENDA

Motion: Jansman, Young
That the agenda be adopted as amended

Carried

The agenda was amended by adding the following item:

1) Under Item # 12 – ADD 12.1 Local Service Canada Office

3. DECLARATIONS OF INTEREST - None

4. PRESENTATIONS - None

5. DELEGATIONS – None

6. COMMUNITY AND PROTECTIVE SERVICES

6.1 Prescott P.R.O.U.D. Announcement

Katie Allard, Tourism & Recreation Coordinator, spoke to the upcoming Prescott P.R.O.U.D campaign week taking place from May 28th to June 1st.

7. FINANCE & CORPORATE SERVICES

**7.1 Staff Report 24-2018 - Brockville General Hospital Phase II
Redevelopment Project Funding**

Motion: Young, Todd

That Committee of the Whole recommend that Council approve that the Town of Prescott provide a donation to the Brockville and District Hospital Foundation for the Phase II redevelopment project in the amount of \$30,000 in 2018 and have the next term of Council revisit the topic in 2019.

Carried

Matthew Armstrong, Treasurer, provided an overview of the report.

Discussion was held regarding the services provided by BGH, Provincial healthcare funding, and funding provided by the Town of Prescott.

7.2 Staff Report 23-2018 - April 2018 Financial Report

Matthew Armstrong, Treasurer, provided an overview of the information report.

7.3 2018 Capital Budget Project Verbal Update

Dan Beattie, Director of Public Works & Infrastructure, provided Council with an update on current capital projects.

Discussion was held regarding traffic light removal, the option of portable traffic lights, the highway 401 sound barrier project, the parking lot at the boat launch, and breakwall lighting repairs.

Motion: Todd, Laschinger

That staff be directed to report back on the feasibility of portable traffic lights and consultation with OPP traffic experts regarding the removal of the downtown traffic lights during highway 401 construction season; and

That staff also be directed to consult with the Ministry of Transportation regarding covering costs of traffic measures during the highway 401 construction season.

Carried

Motion: Todd, Young

That staff be directed to report back on the breakwall lights at the marina.

Carried

8. TOURISM & HERITAGE – None

9. TRANSPORTATION & ENVIRONMENTAL SERVICES

9.1 Staff Report 25-2018 - Line Painting - Additional Locations

Motion: Todd, Laschinger

That staff be directed to bring back a diagram outlining additional line painting to be completed in town and outlining handicap spaces surrounding churches.

Carried

Matthew Armstrong, Treasurer, spoke to the report.

Discussion was held regarding locations of line painting, handicap parking spaces, and signage.

10. PLANNING

10.1 Staff Report 26-2018 - Adoption of the 2018 Community Improvement Plan

Motion: Young, Jansman

That Committee of the Whole recommend that Council adopt the revised 2018 Community Improvement Plan at the Council meeting of May 28, 2018.

Carried

Pierre Mercier, CAO, spoke to the draft CIP and public meeting process.

Discussion was held regarding the grant amounts, architectural and design fees, the CIP loan program, the brownfield category, the CIP map schedules, funding for the program, and the program approval process.

Committee directed staff to revise the draft CIP by increasing the downtown grant amounts to \$5K, splitting signage from facades and capping the signage amount to \$1K, having the Planning Advisory Committee be the approval body instead of the CAO, and correcting the map schedules and grammatical errors throughout the document.

11. ECONOMIC DEVELOPMENT - None

12. NEW BUSINESS

12.1 Local Service Canada Office

Councillor Jansman spoke to a recent notice received regarding the local Service Canada office. Councillor Jansman stated that the office was not closing, but was relocating to the South Grenville Employment Resource Centre (191 King Street East) and reducing its hours to only Wednesdays, 8:30 a.m. – 4:30 a.m.

Discussion was held regarding involving Steve Clark and Gord Brown's offices with concerns regarding the reduction of hours. Mayor Todd stated that he would coordinate this communication and provide Council with an update in the near future.

12.2 Action Items List – No discussion.

13. PERIOD FOR MEDIA QUESTIONS – None

Committee recessed at 8:43 p.m.

Committee resumed at 8:50 p.m.

14. CLOSED SESSION

14.1 HR Matters

Motion: Jansman, Laschinger

That Committee of the Whole move into Closed Session at 8:50 p.m. to address matters pertaining to:

14.1 HR Matters

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

That the CAO, Treasurer, and Clerk remain in the room.

Carried

Motion: Jansman, Laschinger

That the meeting reconvene in Open Session. (Time: 9:03 p.m.)

Carried

15. RISE AND REPORT

During the Closed Session, Committee received information and provided direction to staff on Item 14.1 - HR Matters.

16. ADJOURNMENT

Motion: McConnell, Laschinger

That the meeting be adjourned. (Time: 9:04 p.m.)

Carried