



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, September 18, 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, 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 6:31 p.m.

2. APPROVAL OF AGENDA

Motion: McConnell, Ostrander
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 52-2017 - August 2017 Financial Report

Motion: Laschinger, Burton
That Committee of the Whole receive the attached Financial Operating Budget, Capital Budget, Reserve Funds, and Long Term Debt Reports for August 31, 2017, for information purposes.

Carried

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

Discussion was held regarding the Infrastructure Ontario loans and the Loyalist Days budget.

7.2 Staff Report 53-2017 - Walker House Roof Replacement

Motion: Young, Burton

That Committee of the Whole recommend that Council direct staff to proceed with the replacement of the Walker House Roof and to fund this expense from the Walker House Reserve Fund.

Carried

Matthew Armstrong, Treasurer, spoke to report. He provided an overview of the roof's current state at Walker House, the risk of further damage over the winter season, and the cost for replacement.

Discussion was held regarding the age of the current shingles, the advantages of considering a steel roof, and the contractor of record.

7.3 Presentation - 2018 Project Planning

Matthew Armstrong, Treasurer, presented a PowerPoint presentation regarding 2018 Project Planning. A copy of the presentation is held on file. Mr. Armstrong spoke to the scoring system for 2018 projects, previously approved projects, development based projects, and infrastructure based projects.

Discussion was held regarding the replacement of the windows at Town Hall, creating a capital project survey for residents to voice their priorities, status of upgrades and accessibility at the arena.

8. TOURISM & HERITAGE - None

9. TRANSPORTATION & ENVIRONMENTAL SERVICES

Councillor McConnell spoke to the sidewalk work and asphalt work continuing in town.

10. PLANNING - None

11. ECONOMIC DEVELOPMENT - None

12. NEW BUSINESS

12.1 Action Item List

Councillor Laschinger requested that the Community Improvement Plan Update be added to the action item list.

Councillor Young requested that the traffic light removal be added to the action item list.

Councillor Jansman requested that the Fire Hall construction be added as a standing item in order to provide Council with verbal updates, and for staff to come up with a communication plan to keep residents in the area informed.

Discussion was held regarding the Clock Tower, Treasure Day on Saturday, September 23rd, installation of street signs being added to the action item list, the status of the paving at the Prescott Curling Club, and legion banners.

Councillor Laschinger requested that the Official Plan be added to the action item list.

Mayor Todd spoke to his recent meeting with the Ministry of Transportation.

13. PERIOD FOR MEDIA QUESTIONS – None

14. CLOSED SESSION

Motion: Burton, Young

That Committee of the Whole move into Closed Session at 7:45 p.m. to address matters pertaining to:

14.1 South Grenville Chamber of Commerce Annual Award Nominations

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

14.2 HR Matter

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

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

Carried

Motion: Jansman, Burton

That the meeting reconvene in Open Session. (Time: 9:05 p.m.).

Carried

15. RISE AND REPORT

During the Closed Session, Committee of the Whole provided direction on nominations for the South Grenville Chamber of Commerce Annual Awards, and received information and provided staff with direction on item 14.2 – HR Matter.

16. ADJOURMENT

Motion: Burton, Jansman

That the meeting be adjourned. (Time: 9:05 p.m.)

Carried