



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, November 5, 2018
6:30 p.m.
Health Centre Meeting Room
555 King Street West
Prescott, Ontario**

Present Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, and Ray Young

Staff Matthew Armstrong, CAO/Treasurer, Dan Beattie, Director of Operations, Kimberley Casselman, Director of Administration/Clerk, and Lindsey Veltkamp, Deputy Clerk

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. APPROVAL OF AGENDA

Motion: Burton, Jansman
That the agenda be adopted as amended.

Carried

The agenda was amended by adding the following item:

1) Under Item # 12 – ADD 12.1 Commercial Vehicles Operators Registration

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 69-2018 - Council Committee and Council Meeting Options

Motion: Burton, Young

That Council approve that the 2018-2022 Council meet as Committee of the Whole on the first and third Monday's of each month and meet as Council on the fourth Monday of the month; and

That the Chair for Committee of the Whole rotate every four months on a last name alphabetical basis to each Councillor. The chair of Committee of the Whole will also be the Deputy Mayor for those four months.

Carried

Matthew Armstrong, CAO, spoke to the report. He referenced meetings with individual councillors regarding the current meeting structure and current portfolios.

Discussion was held regarding the rotation of the Committee of the Whole chair, the possibility of live streaming meetings, and the suggested portfolio committee and board responsibilities.

Kimberley Casselman, Clerk, spoke to meeting procedure and upcoming one on one meetings with Council members to discuss portfolios for the upcoming term. She also stated that a procedural by-law amendment, to establish the Committee of the Whole portfolio changes, would come back to Council.

8. TOURISM & HERITAGE - None

9. TRANSPORTATION & ENVIRONMENTAL SERVICES - None

10. PLANNING - None

11. ECONOMIC DEVELOPMENT - None

12. NEW BUSINESS

12.1 Commercial Vehicles Operators Registration

Motion: Burton, Jansman

That the Director of Operations has the authority to bind the Corporation of the Town of Prescott in matters pertaining to the Commercial Vehicles Operators Registration and the Ministry of Transportation for the Province of Ontario.

Carried

Matthew Armstrong, CAO/Treasurer, provided an overview of the motion.

12.2 Action Item List

Councillor Jansman referenced the downtown traffic light removal item and spoke to the Irvine Street and Edward Street crosswalk accessibility issues.

Mayor Todd referenced the line painting completion and the addition of the crosswalk on King Street and Russell Street. He requested that the lines be thicker and that additional signage be posted outside of St. Andrew's Church and at the Dibble Street West intersections.

13. PERIOD FOR MEDIA QUESTIONS - None

14. CLOSED SESSION - None

15. RISE AND REPORT – None

16. ADJOURNMENT

Motion: Young, Jansman

That the meeting be adjourned. (Time: 7:28 p.m.)

Carried