

6:30 p.m.

February 4, 2013

**TOWN OF PETAWAWA**

**REGULAR MEETING OF COUNCIL**

<b>Present:</b>	<b>Mayor Bob Sweet</b>	<b>Deputy Mayor Tom Mohns</b>
	<b>Councillor James Carmody</b>	<b>Councillor Frank Cirella</b>
	<b>Councillor Treena Lemay</b>	<b>Councillor Murray Rutz</b>
	<b>Councillor Theresa Sabourin</b>	

<b>Also Present:</b>	<b>Mitchell Stillman</b>	<b>Dawn Recoskie</b>
	<b>Kelly Williams</b>	<b>Colin Coyle</b>
	<b>Steve Boland</b>	<b>Gerry Haley</b>
	<b>Neil Marshall</b>	<b>Kyle Robinson</b>
	<b>Sean Chase</b>	<b>Adam Hodnett</b>

**CALL TO ORDER** (Moment of Silent Reflection)

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

**APPROVAL OF AGENDA**

**MOVED BY: Frank Cirella**  
**SECONDED BY: Murray Rutz**

- (1) That the agenda for the February 4, 2013 meeting of Council be adopted.

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**APPROVAL OF MINUTES**

1. Council Meeting (January 21, 2013)

**MOVED BY: Murray Rutz**  
**SECONDED BY: Frank Cirella**

- (2) That the minutes of the regular meeting of Council held January 21, 2013 be approved as printed and circulated.

**CARRIED**



## **PRESENTATIONS**

1. Association of Ontario Road Supervisors 2014 Municipal Trade Show – Steve Boland and Gerry Haley

Steve Boland, Trade Show Chairperson and Gerry Haley, Secretary/AORS Representative provided an overview of the 2014 Municipal Public Works Trade Show to be held in Arnprior June 4-5, 2014. Mr. Boland provided a draft motion for Council to consider regarding granting permission for Town staff to participate in the planning and organization of the trade show as well as permission to attend the trade show.

## **BY-LAWS**

There were no by-laws.

## **CORRESPONDENCE**

1. Ottawa Valley Leukemia & Lymphoma FUNdRUN Request – Theresa Marshall

**MOVED BY: Tom Mohns**  
**SECONDED BY: Murray Rutz**

- (3) That Council approve the request to hold the Ottawa Valley Leukemia & Lymphoma FUNdRUN in the Town of Petawawa on Saturday, June 22, 2013.

**CARRIED**

2. Proposed List of Valued Ecosystem Components for Public Consultation – AECL Chalk River Laboratories

Councillor Sabourin advised AECL will receive comments until March 15, 2013 regarding the proposed list of valued ecosystem components. The correspondence was received for information.

## **MINUTES**

1. Council-in-Committee Meeting (January 28, 2013)

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: James Carmody**

- (4) That the minutes of the Council-in-Committee meeting held January 28, 2013 be accepted by Council and that resolutions from that Committee become resolutions of Council.

**CARRIED**



2. Pembroke and Area Airport Commission (November 15, 2012 and December 13, 2012)

Councillor Sabourin provided an overview of the recent activities of the Pembroke and Area Airport Commission (PAAC). She advised the PAAC will be meeting with the Town Planner to look at options for the construction of a new hangar at the airport. Mayor Sweet questioned if a business plan will be drafted regarding the new hangar. Councillor Sabourin responded in the affirmative. Deputy Mayor Mohns questioned if the construction of the hangar will go out to public tender. Councillor Sabourin advised both she and Councillor Cirella are in favour of the item going to public tender, but this item requires further discussion with the PAAC.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: Frank Cirella**

- (5) That the minutes of the November 15, 2012 meeting and the December 13, 2012 meeting of the Pembroke and Area Airport Commission be adopted as information.

**CARRIED**

## **STAFF REPORTS**

1. Motion to Cancel February 25, 2013 Council-in-Committee Meeting – Mitch Stillman, CAO/Clerk (verbal report)

Mitch Stillman, CAO/Clerk advised members of Council that there will not be a quorum to hold the February 25, 2013 meeting due to some members of Council attending the ROMA/OGRA Conference. If the meeting is cancelled, staff reports intended for the February 25, 2013 meeting will be heard at the February 11, 2013 Council-in-Committee meeting.

**MOVED BY: Treena Lemay**

**SECONDED BY: Murray Rutz**

- (6) That the February 25, 2013 Council-in-Committee meeting be cancelled.

**CARRIED**

2. Special Events Policies & Procedures Manual (receive comments from Council)

Kelly Williams, Manager of Parks and Recreation explained the draft policy was presented to Council in December 2012, since the policy was rather large Council requested further time to review the document. Mr. Williams and Mr. Coyle were present to receive comments from Council regarding the policy.



Comments received from members of Council included:

- Section 29 should be re-titled as follows: “Accessible Customer Service Policy”;
- Consideration should be given to the number of accessible parking spaces (the policy indicates 5) as 13.5% of the population has a disability;
- Consideration should be given to accessible washrooms, such as at Centennial Park and Petawawa Point, and that special events that use portable washrooms should also use some accessible portable washrooms as well;
- Section 16.9 – acronym should be “OCWA”;
- Section 21 – fire prevention plan for a tent and requirement for building permit for a tent – are these realistic expectations?
- Page 12 – indicates OPP involvement, has the OPP been consulted regarding the policy?
- Section 8.1.3 – “may” be charged by police – should this read “will” be charged by police?
- Section 20 – could have some legal ramifications, language needs to be cleaned up;
- Section 15 – street closures – 66% of people signing petition need to be in support of street closure – is this new?

Councillors Lemay and Sabourin will provide further written comments directly to staff. Staff was directed to make the recommended changes and present the policy at the next Council-in-Committee meeting.

## **COUNCILLOR REPORTS**

Councillor Treena Lemay – nothing to report.

Councillor Murray Rutz advised he attended the recent Festival Hall Committee meeting on January 23, 2013.

Councillor Frank Cirella advised he attended Pinecrest School on Friday, January 25, 2013 and read a book to the senior kindergarten class as part of family literacy day.

Councillor James Carmody – nothing to report.

Councillor Theresa Sabourin – nothing to report.

Deputy Mayor Tom Mohns advised he attended the recent Open House and Public Meeting regarding the Official Plan - 5 Year Review. He also attended a physician recruitment committee meeting on January 24, 2013.

Mayor Bob Sweet – nothing to report.

## **CLOSED MEETING**

There was no closed meeting.



**CONFIRMING BY-LAW**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Frank Cirella**

- (7) That By-law 814/13 be read a first, second and third time and passed.

**CARRIED**

**ADJOURNMENT**

**MOVED BY: Frank Cirella**  
**SECONDED BY: Murray Rutz**

- (8) That the meeting adjourn to the call of the Mayor.

**CARRIED**

The meeting adjourned at 7:35 p.m.

  
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Mayor

  
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Clerk