

6:30 p.m.

January 13, 2014

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

Present: Mayor Bob Sweet Deputy Mayor Tom Mohns
Councillor James Carmody Councillor Frank Cirella
Councillor Trenea Lemay Councillor Murray Rutz
Councillor Theresa Sabourin

Also Present: Mitchell Stillman Dawn Recoskie
Daniel Scissons Kelly Williams
Steve Knott Chico Tractlet
Sean Chase Mike Giardini
Cyndi Mills Ashley Thomson

The Council-in-Committee meeting was opened by the Mayor.

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PRESENTATIONS

There were no presentations.

PARKS & RECREATION

1. Activity Report – December 2013

Kelly Williams, Manager of Parks and Recreation, provided an overview of the Parks and Recreation monthly report for December. Mr. Williams reported that Canadian Tire Pembroke donated five bicycles to the Parks and Recreation Department for outdoor programming. Mr. Williams further noted that Colin Coyle, Program Coordinator, and Kelly Thompson, Acting CEO for the Petawawa Public Library, have been invited to make a presentation by the Ontario Library Association on January 31st regarding the partnership between the two departments.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That the Parks and Recreation monthly report for December be accepted as information.

CARRIED

2. PR-01-14 Sports Field Allocation Policy

Kelly Williams provided an overview of the draft policy. Mr. Williams commented that the policy is similar to the ice allocation policy.

MOVED BY: Frank Cirella
SECONDED BY: Theresa Sabourin

That Council approves the Parks and Recreation Department Sports Field Allocation Policy and Guideline for use by the Parks and Recreation Department commencing spring 2014.

CARRIED

FIRE DEPARTMENT

1. Activity Report – December 2013

Chief Steve Knott provided an overview of the monthly report. There was one structural fire in December. Chief Knott thanked the residents of Petawawa for shoveling and keeping the area around fire hydrants clean and accessible for use by the Fire Department.

MOVED BY: James Carmody
SECONDED BY: Murray Rutz

That the Fire Department monthly report for December be accepted as information.

CARRIED

2. Fire Prevention Report – December 2013

Chief Knott presented the report.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That the Fire Prevention report for December be accepted as information.

CARRIED

3. FD-24-13 – Appointment by Ontario Fire Marshal

Chief Knott explained that he has been appointed as an alternate Fire Co-ordinator for the County of Renfrew by the Ontario Fire Marshal effective December 4, 2013. Mayor Sweet congratulated Chief Knott on his recent appointment.

4. FD-25-13 – Fire Department Annual Training Report Presentation – Chico Traclet, Training Officer

Chico Traclet, Training Officer-Assistant Deputy Chief, presented the 2013 training report for the Petawawa Fire Department. Mayor Sweet thanked TO-ADC Traclet for his presentation.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Report – December 2013

Mitchell Stillman, CAO/Clerk, presented the report.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That the Animal Control/By-law Enforcement monthly report for December be accepted as information.

CARRIED

FINANCE & MANAGEMENT

1. CAO-21-2013 – Activity Report December 2013

Mitchell Stillman, CAO/Clerk, provided an overview of his report.

MOVED BY: Frank Cirella
SECONDED BY: Murray Rutz

That the Administration monthly report for December be accepted as information.

CARRIED

2. Accounts Payable

MOVED BY: Theresa Sabourin
SECONDED BY: Tom Mohns

That the general cheque #'s 16851 to 17032 in the amount of \$4,395,916.76 be passed by Council and paid by the Treasurer.

CARRIED

3. ADMIN-01-2014 – Draft Health and Safety Policies and Procedures

Mitchell Stillman, CAO/Clerk, presented the report.

MOVED BY: Murray Rutz
SECONDED BY: Frank Cirella

That Council approves the draft Health and Safety Policies and Procedures as presented and that a by-law be brought forward to the January 20, 2014 Council meeting for adoption.

CARRIED

4. Treasurer's Annual Statement – Development Charges By-law 573/09

Daniel Scissons, Treasurer/Deputy CAO, provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That Council approves and accepts the Treasurer's 2013 Annual Development Charges Statement as presented.

CARRIED

5. Request to Address Council – Greenview Environmental Management/Evergreen Energy Solutions

Mitchell Stillman, CAO/Clerk, presented the request. Council was not interested in hearing a presentation at this time; the correspondence was received for information.

CLOSED MEETING

MOVED BY: Theresa Sabourin
SECONDED BY: Tom Mohns

That the meeting be closed pursuant to Section 239 (2) (b) of the *Municipal Act*, S.O. 2001, c.25 to discuss personal matters about an identifiable individual, including municipal or local board employees, regarding an employee's health benefits.

CARRIED

Council went into closed session at 7:41 p.m.

Council reconvened to open session at 8:10 p.m.

BUSINESS ARISING FROM CLOSED SESSION

A closed meeting was held. The one item considered was a matter regarding an employee's health benefits. There is nothing further to report.

ADJOURNMENT

MOVED BY: Murray Rutz
SECONDED BY: Theresa Sabourin

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:11 p.m.

A handwritten signature in cursive script, appearing to read "MW Stelma", is written above a horizontal line.

Clerk