

6:30 p.m.

December 8, 2014

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

Present: **Mayor Bob Sweet** **Deputy Mayor Tom Mohns**
 Councillor James Carmody **Councillor Treena Lemay**
 Councillor Murray Rutz **Councillor Theresa Sabourin**
 Councillor Gary Serviss

Also Present: **Daniel Scissons** **Dawn Recoskie**
 David Unrau **Karen Cronier**
 Kelly Williams **Cyndy Phillips McCann**
 Steve Knott **Annette Mantifel**
 Sean Chase **Mike Giardini**
 Patricia Leboeuf

The Council-in-Committee meeting was opened by the Mayor at 6:34 p.m.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

PRESENTATIONS

There were no presentations.

PUBLIC WORKS

1. Activity Report – November 2014 .

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau reported that the GPS units have been installed on the snow plows and sidewalk plows and staff have received training from the supplier.

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

That the Public Works monthly report for November be accepted as information.

CARRIED

2. Capital Projects Update – December 2014

David Unrau provided an update to Council regarding current capital projects, asset management, energy management, waste management and water quality. Mr. Unrau reported that he may be participating in a presentation at the OGRA/ROMA

Conference in partnership with Ontario Good Roads Association and University of Toronto regarding asset management plans.

MOVED BY: Treena Lemay

SECONDED BY: Murray Rutz

That the Capital Projects Update for December 2014 be accepted as information.

CARRIED

3. PW-22-2014 – Street Lighting Proposal

David Unrau provided an overview of the report. Mr. Unrau reported on the rationale for funding the replacement of the existing street lighting with LED street lights. A report outlining the financing for the installation of the lights will be presented in early 2015.

MOVED BY: James Carmody

SECONDED BY: Theresa Sabourin

That Council approves the procurement process undertaken by Local Authority Services (LAS) for the selection of an LED streetlight upgrade turn-key service and authorizes the execution of a Letter of Intent with LAS service partner RealTerm Energy for the design and upgrade of LED streetlighting.

CARRIED

4. Public Works Budget Report

Received for information.

5. Sewage System Budget Report

Received for information.

6. Waterworks Budget Report

Received for information.

PLANNING

1. Activity Report – November 2014

Karen Cronier, Planning Coordinator, presented her monthly report. Ms. Cronier reported that the subdivision agreement for Radtke Estates will be brought forward to Council at its December 15, 2014 meeting.

MOVED BY: Treena Lemay

SECONDED BY: Tom Mohns

That the Planning and Emergency Planning monthly report for November be accepted as information.

CARRIED

2. PL-31-14 – Consent Applications B155/14, B156/14 & B157/14, Wayne & Ilene Lemke, Part of Lot 10, Lake Range, Gutzman Road

Ms. Cronier explained the purpose and effect of the consent applications is to sever three residential lots. Each lot is proposed to have an area of 1.93 acres and each front onto Gutzman Road. The severed lands will need to be rezoned to Residential One (R1).

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

That Council supports consent applications B155/14, B156/14 and B157/14 on condition that the subject properties are rezoned from Rural to Residential One.

CARRIED

3. Planning Budget Report

Received for information.

4. Building Department Activity Report – November 2014

Karen Cronier presented the Building Department monthly report for November.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

That the Building Department monthly report for November be accepted as information.

CARRIED

5. Building Department Budget Report

Received for information.

PARKS & RECREATION

1. Activity Report – November 2014

Kelly Williams, Manager of Parks & Recreation, provided an overview of the monthly report. Mr. Williams reported that staff is working on a shared service agreement with Renfrew County District School Board.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That the Parks & Recreation monthly report for November be accepted as information.

CARRIED

2. Presentation – Town of Petawawa 150th Celebration

Kelly Williams presented an overview of the 150th anniversary celebration planned for August 21-23, 2015.

3. Parks & Recreation Budget Report

Received for information.

ECONOMIC DEVELOPMENT

1. Activity Report – November 2014

Cyndy Phillips McCann, Economic Development Officer, presented the monthly report. Ms. Phillips McCann reported that the Greater Petawawa Area Trails Association (GPATA) has been incorporated as a not-for-profit and is in the process of applying for a Trillium Grant.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That the Economic Development monthly report for November be accepted as information.

CARRIED

2. Economic Development Budget Report

Received for information.

FIRE DEPARTMENT

1. Activity Report – November 2014

Fire Chief Steve Knott provided an overview of the monthly report. Chief Knott reported that two structural fires occurred in the month of November; he reminded residents that hot ashes do not go in the green bin.

MOVED BY: James Carmody
SECONDED BY: Murray Rutz

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

CARRIED

2. Fire Prevention Report – November 2014

Chief Knott presented the report.

MOVED BY: James Carmody
SECONDED BY: Tom Mohns

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

CARRIED

3. FD-11-14 – Proposed 2015 Budget Purchase of SCBA's (Self Contained Breathing Apparatus)

Chief Knott provided an overview of the report.

MOVED BY: Theresa Sabourin
SECONDED BY: Treena Lemay

That Council authorizes the Fire Chief to proceed with the commitment to purchase 12 additional Self Contained Breathing Apparatus and 12 spare cylinders to be included in the 2015 Fire Department budget.

CARRIED

4. Fire Protection Budget Report

Received for information.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Report – November 2014

Daniel Scissons, CAO/Clerk, presented the report. Council requested that the report be standardized to be similar to other departmental reports.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

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

CARRIED

2. MLEO-09-14 – Taxi Licences Applications 2015

Daniel Scissons presented the report.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That council approves the taxi licence applications in accordance with the current taxi by-law.

CARRIED

3. Animal Control/By-law Enforcement Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. Age-Friendly Community Planning Grant Program – Councillor Treena Lemay

Mayor Sweet suggested that the newly appointed Seniors Housing Committee work together on the grant application and submit an application to conduct a needs assessment of the municipality with regards to seniors housing as was previously discussed at the November 10, 2014 Council-in-Committee meeting. Daniel Scissons, CAO/Clerk, appointed the Deputy Clerk to provide administrative support to the Seniors Housing Committee.

MOVED BY: Treena Lemay
SECONDED BY: Theresa Sabourin

That the Seniors Housing Committee, with the administrative support of the Deputy Clerk, be authorized to submit an application under the Age-Friendly Community Planning Grant Program.

CARRIED

2. FM-05-14 – 2014-2018 Council Remuneration

Annette Mantifel, Treasurer, provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That, as per the *Municipal Act, 2001, S.O. 2001*, Section 283(7), the Council of the Corporation of the Town of Petawawa hereby states its intention to maintain one-third of remuneration paid to elected members as an expense allowance incident to the discharge of their duties as members of Council for the 2014-2018 term.

CARRIED

3. FM-06-14 – 2014 Property Tax Write-Offs

Annette Mantifel presented the report.

MOVED BY: Tom Mohns
SECONDED BY: Murray Rutz

That the list of 2014 property taxation write-offs in the amount of \$9,255.65 be approved pursuant to the *Municipal Act, 2001, S.O. 2001*, Sections 357 and 358 and the *Assessment Act, R.S.O. 1990*, Sections 39.1 and 40.

CARRIED

4. FM-07-14 – Unexpended 2014 General Budget Funds

Annette Mantifel presented the report.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That 2014 budgeted transfers from departmental reserves/reserve funds be amended as follows:
Development Charges – Fire from \$500,043.00 to \$242,877.82 and Parks from \$30,000.00 to \$25,000.00.

CARRIED

5. Accounts Payable – November 2014

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

That the general cheque #'s 18964 to 19128 in the amount of \$1,365,844.25 be passed by Council and paid by the Treasurer.

CARRIED

6. Budget Reports (Council & Administration)

Annette Mantifel provided an overview of the Council and Administration budget reports. The budget reports were received for information.

CARRIED

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:57 p.m.

A handwritten signature in black ink, appearing to be "J. C. [unclear]", written over a horizontal line.

Clerk