

**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**  
                                 **Steve Knott**                    **Annette Mantifel**  
                                 **Kelly Williams**                    **Victoria Morena**  
                                 **Peter Harrington**                    **Wayne Bando**  
                                 **Joan Behnke**                    **Joe McDonald**  
                                 **Peter DeWolfe**                    **Patricia Leboeuf**  
                                 **Steve Uhler**

The Council-in-Committee meeting was opened by the Mayor at 6:35 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**PRESENTATIONS**

1.     **2014 Audited Financial Statements – Peter Harrington, Welch LLP**

Peter Harrington presented the 2014 audited financial statements for the Town of Petawawa.

**MOVED BY:            Murray Rutz**  
**SECONDED BY:      James Carmody**

That the Consolidated Financial Statements for 2014 be accepted by Council.

**CARRIED**

**FIRE DEPARTMENT**

1.     **Activity Report – May 2015**

Chief Steve Knott provided an overview of the monthly report. Chief Knott reported that there were zero structure fires, two vehicle fires, four false alarms, and 33 recreational burn permits issued for the month of May.

**MOVED BY: Treena Lemay**  
**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

2. Fire Prevention Report – May 2015

Chief Knott presented the report.

**MOVED BY: Treena Lemay**  
**SECONDED BY: Gary Serviss**

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

**CARRIED**

3. FD-04-15 – Declaration of Annual Compliance

Chief Knott provided an overview of the report. Chief Knott explained that the minimum acceptable model under the *Fire Protection and Prevention Act* is comprised of the following components: risk assessment; carbon monoxide and smoke alarm programs, including home escape planning; distribution of public education information and implementation of public education programs; and fire prevention inspections upon complaint or request. Chief Knott advised that the Town of Petawawa Fire Department exceeds the minimum acceptable model.

**MOVED BY: James Carmody**  
**SECONDED BY: Tom Mohns**

That Council affirms that the Town of Petawawa is meeting the requirements of the minimum acceptable model of compliance with clause 2.(1)(a) of the *Fire Protection and Prevention Act*, 1997.

**CARRIED**

4. FD-05-15 – Appointment of Training Officer

Chief Knott provided an overview of the report.

**MOVED BY: Treena Lemay**  
**SECONDED BY: Murray Rutz**

That Council accepts the recommendation to appoint Acting Captain Steve Smith to the position of Training Officer.

**CARRIED**

5. Fire Protection Budget Report

Received for information.

**PARKS & RECREATION**

1. Activity Report – May 2015

Kelly Williams, Manager of Parks & Recreation, provided an overview of the monthly report. Mr. Williams introduced summer student Victoria Morena. Ms. Morena was hired as the Event Management Assistant and she will be working on special events such as the 150<sup>th</sup> Anniversary celebrations and the Upper Ottawa River Race & Paddlefest.

Mr. Williams reported that an Open House will be held on June 10<sup>th</sup> beginning at 7:00 p.m. at the Petawawa Civic Centre to provide the public with information regarding the 150<sup>th</sup> Anniversary celebrations and to also provide the public with opportunities to volunteer during the event.

Mr. Williams provided an update regarding the following construction/renovation projects: track and field facility construction; brush and wood waste removal/disposal; irrigation control system; Centennial Park/150<sup>th</sup> legacy project; hall ceiling/lighting replacement; and mobile stage purchase.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

2. Parks & Recreation Budget Report

Received for information.

**ANIMAL CONTROL/BY-LAW ENFORCEMENT**

1. Activity Report – May 2015

Dawn Recoskie, Deputy Clerk, presented the monthly report.

**MOVED BY: Murray Rutz**  
**SECONDED BY: James Carmody**

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

**CARRIED**

2. Animal Control/By-law Enforcement Budget Report

Received for information.

**FINANCE AND MANAGEMENT**

1. CAO-07-2015 – Festival Hall Management Services

Dan Scissons, CAO/Clerk, provided an overview of the report.

**MOVED BY: Murray Rutz**

**SECONDED BY: Treena Lemay**

That the Corporation of the Town of Petawawa, in partnership with the other consortium municipalities of the Corporation of the City of Pembroke and the Corporation of the Township of Laurentian Valley, enter into a contract with Rick Wharton O/A Eventure Entertainment for Festival Hall Management Services effective July 1, 2015.

**CARRIED**

2. Accounts Payable – May 2015

Annette Mantifel, Treasurer, presented the report.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: James Carmody**

That the general cheque #'s 20062 to 20229 in the amount of \$689,045.66 be passed by Council and paid by the Treasurer.

**CARRIED**

3. Budget Reports (Council & Administration)

Received for information.

**CLOSED MEETING**

**MOVED BY: Murray Rutz**

**SECONDED BY: Gary Serviss**

That the meeting be closed pursuant to Section 239 (2) (c) of the *Municipal Act*, S.O. 2001, c.25 to discuss a proposed or pending acquisition or disposition of land by the municipality or local board, regarding a potential lease of land;

And that the meeting be closed pursuant to Section 239 (2) (e) of the *Municipal Act*, S.O. 2001, c.25 to discuss litigation or potential litigation, including matters before

administrative tribunals, affecting the municipality or local board, regarding two small claims court cases.

**CARRIED**

Council went into closed session at 7:29 p.m.

Council reconvened to open session at 8:26 p.m.

**BUSINESS ARISING FROM CLOSED SESSION**

A closed meeting was held. The two items discussed were a potential lease of land and two small claims court cases. Direction was given to staff not to pursue the potential lease of land. A verbal update was provided to Council regarding the status of the two small claims court cases. There is nothing further to report.

**ADJOURNMENT**

**MOVED BY: Gary Serviss**  
**SECONDED BY: Trena Lemay**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:27 p.m.



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Clerk