

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

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

<b>Also Present:</b>	<b>Danjel Scissons</b>	<b>Annette Mantifel</b>
	<b>Chico Traclet</b>	<b>Kelly Williams</b>
	<b>Joe McDonald</b>	<b>Janice Horn</b>
	<b>Sean Chase</b>	<b>Patricia Leboeuf</b>

The Council-in-Committee meeting was opened by the Mayor at 6:30 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**PRESENTATIONS**

There were no presentations.

**FIRE DEPARTMENT**

1. Activity Report – September 2015

Deputy Chief Chico Traclet provided an overview of the monthly report. Deputy Chief Traclet advised that carbon monoxide alarms should be tested monthly, freed of dust in the course of regular house cleaning and have their batteries changed coincident with time changes. The alarms have a five to seven year life expectancy and should be replaced per manufacturer specifications. Deputy Chief Traclet referred to Fire Prevention Week press releases posted on the Town website that outline these, and other, important life safety measures.

**MOVED BY: Tom Mohns**  
**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

2. Fire Prevention Report – September 2015

Deputy Chief Traclet presented the report.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

3. FD-10-15 – Letter of Appreciation

Deputy Chief Traclet presented a letter of appreciation from the Petawawa Public Library, thanking Firefighters Brady Durocher and Luke Lapierre for their participation in the Library's Mega Machine Day. The report was received for information.

4. Fire Protection Budget Report

Received for information.

**PARKS & RECREATION**

1. Activity Report – September 2015

Kelly Williams, Manager of Parks & Recreation, provided an overview of the monthly report. Mr. Williams reported that site selection officials from the 2016 Ontario Aboriginal Summer Games organization recently toured municipal recreation facilities. Mr. Williams indicated that planning is underway for the second annual Upper Ottawa River Race and Paddle Festival to be held in Petawawa and Pembroke next August.

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

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

**CARRIED**

2. PR-10-15 – Mobile Skate Sharpening

Kelly Williams provided an overview of the October 1, 2015 request from Mr. Paul Lance to operate a mobile pro shop at the Civic Centre. Mr. Williams highlighted the services to be provided by Mr. Lance and their availability from other vendors elsewhere within the municipality. Mr. Williams recommended that Council consider the concept being proposed by Mr. Lance and if favourable, authorize the issuance of a request for proposal to ensure that any other interested parties are given the opportunity to bid on providing such services on municipal property.

Council discussed the implications on local businesses should the Town consent to private enterprise operating on or in municipal facilities. As the services proposed

by Mr. Lance are already available in the community, Council indicated a conflict in permitting such activity to occur at the Civic Centre. Direction was given to staff to communicate Council's decision to Mr. Lance.

3. PR-11-15 – Tender Award-PRD-15-01 Band Shell, Gazebo and Landscaping Improvements to Centennial Park

Kelly Williams provided an overview of the report.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: Murray Rutz**

That Tender PRD-15-01, Band Shell, Gazebo and Landscaping Improvements to Centennial Park, be cancelled and retendered in 2016. That the remaining project budget of \$125,307.58 remain in the Parks Reserve Fund and the donation of \$5,000.00 from OCWA be transferred at year-end from its current location in the 2015 Parks and Recreation Department budget revenue to the Parks Reserve Fund.

**CARRIED**

4. Parks & Recreation Budget Report

Received for information.

**ANIMAL CONTROL/BY-LAW ENFORCEMENT**

1. Activity Report – September 2015

Daniel Scissons, CAO/Clerk, presented the monthly report.

**MOVED BY: James Carmody**

**SECONDED BY: Gary Serviss**

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

**CARRIED**

2. Animal Control/By-law Enforcement Budget Report

Received for information.

**FINANCE AND MANAGEMENT**

1. CAO-11-2015 – December Meeting Schedule

Daniel Scissons provided an overview of the report.

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

That Council amends the December meeting schedule as follows:

Monday, November 30, 2015 – Council meeting;  
Monday, December 7, 2015 – Council-in-Committee meeting (all committees); and  
Monday, December 14, 2015 – Council meeting.

**CARRIED**

2. Accounts Payable – September 2015

Annette Mantifel, Treasurer, presented the report.

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

That the general cheque #'s 20837 to 21079 in the amount of \$4,394,559.91 be passed by Council and paid by the Treasurer.

**CARRIED**

3. Budget Reports (Council & Administration)

Received for information.

**CLOSED MEETING**

There was no closed meeting.

**ADJOURNMENT**

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

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:33 p.m.



Clerk