

6:30 p.m.

April 9, 2018

TOWN OF PETAWAWA
COUNCIL-IN-COMMITTEE

Present:	Mayor Bob Sweet Councillor James Carmody Councillor Murray Rutz Councillor Gary Serviss	Deputy Mayor Tom Mohns Councillor Treena Lemay Councillor Theresa Sabourin
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Also Present:	Dawn Recoskie Steve Knott Kathy Pivato Matthew McLean John Jetchick Joe McDonald John Hunt Rebecca Bartlett	Annette Mantifel Craig Proulx Kelly Williams Hayley McLean Shane Corris Patrick Twomey Linda Hunt Sean Chase
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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 – March 2018

Fire Chief Steve Knott provided an overview of the monthly report. Chief Knott reported there were six false alarms, three of which were due to cooking, for the month of March. The Fire Department participated in a water rescue, a male patient was in the Petawawa River and in a severe hypothermic state and could not self-extricate from the river, the fire fighters on scene removed the male patient from the river and the County Paramedics provided medical care.

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

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

CARRIED

2. Fire Inspections and Activities Report – March 2018

Chief Knott provided an overview of the report. Chief Knott reported he reviewed fatal fire statistics for the period of January to April 2017 in Ontario as follows: 23 fatal fires resulting in 27 fatalities. Chief Knott reported for the same time period for 2018 the results are the same. Chief Knott is concerned the number of fatalities is not decreasing considering the promotion of fire protection and prevention.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the Fire Inspections and Activities report for March be accepted as information.

CARRIED

3. FD-03-18 – Draft Open Air Burning By-law

Chief Knott provided an overview of the report. Chief Knott explained By-law 294/04, being a by-law to prescribe the time for setting fires in the Town of Petawawa and the precautions to be observed when setting fires, was adopted by Council on August 3, 2004. The by-law was endorsed to control both open air fires and recreational fires within the Town of Petawawa. Since the by-law was adopted, front counter staff have fielded many inquiries to explain the difference between an open air fire and a recreational fire; the term open air seems to have caused confusion with our residents. The fee structure for the issuance of fire permits has also not been reviewed since 2004.

Chief Knott highlighted the significant changes proposed by the new draft by-law as follows: the term “open air fire” has been replaced with “rural fires”; only properties with a 911/Civic address posted will be considered for a fire permit; “rural fires” are now limited to properties with a minimum size of three (3) acres or 1.2 hectares; “special occasion fire permits” have been introduced; “recreational fire permit” fee has been increased from \$20.00 to \$25.00; an inspection fee of \$25.00 has been introduced for “recreational fire permits”, “rural fire permits”, and “special occasion fire permits”; an inspection fee of \$75.00 has been introduced for “campground fire permits”; and the daily rate for “rural fire permits” has increased from \$2.00 to \$4.00.

Kathy Pivato, Administrative Assistant, provided statistics regarding the issuance of fire permits as follows:

- There are currently 772 active Recreational Fire permits and 51 Open Air (Rural) permits on file;
- Of the current 51 Open Air (Rural) permits, 26 permit holders would not be eligible under the proposed by-law as they do not meet the proposed minimum requirement of three (3) acres or 1.2 hectares of land;
- Recreational fire permits are the most popular, in 2017 there were 775 active permits, in 2016 there were 755 active permits, and in 2015 there were 751 active permits.

Chief Knott thanked both Dawn Recoskie, Deputy Clerk, and Kathy Pivato, Administrative Assistant, for their guidance and input into the proposed by-law.

MOVED BY: Treena Lemay

SECONDED BY: Murray Rutz

That Council approves the proposed draft by-law to prescribe the times for setting fires in the Town of Petawawa and the precautions to be observed when setting fires. And that a by-law be brought forward to the next Council meeting for endorsement

CARRIED

4. Fire Protection Budget Report

Received for information.

PARKS AND RECREATION

1. Activity Report – March 2018

Kelly Williams, Manager of Parks and Recreation, provided an overview of the monthly report. Mr. Williams reported on the New Worker Young Worker policy development for health and safety training. The policy will be brought forward to Council in May. Mr. Williams reported that staff participated in the debriefing session for the Valour JK-12 School hold and secure event. The ice was removed from the Civic Centre on March 26, 2018. Parks and Recreation staff participated in the annual fire alarm testing/emergency evacuation exercise in partnership with the Petawawa Fire Department. Mr. Williams reported the Upper Ottawa River Race and Paddle Festival was nominated for the Ottawa Valley Tourist Association “Event of the Year” award. Mr. Williams noted the Spring and Summer Community Guide has been delivered to Town residents.

MOVED BY: Treena Lemay

SECONDED BY: Murray Rutz

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

CARRIED

Mr. Williams highlighted three items of correspondence as follows: 1. Grant Approval, Safe Cycling Education Fund 2017-18, \$7,000.00; 2. Grant Denial, Seniors Community Grant Program 2017-19; and 3. Grant Approval, Celebrate Canada Program, \$2,700.00. Mr. Williams also presented a table comparing arena ice use at the Civic Centre over the last three years. The items of correspondence and the table were received for information.

2. Parks and Recreation Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. Accounts Payable – March 2018

Annette Mantifel, Treasurer, presented the report.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the general cheque #'s 27131 to 27296 in the amount of \$4,026,781.55 be passed by Council and paid by the Treasurer.

CARRIED

2. FM-03-18 – Treasurer’s Statement on Cash in Lieu of Parkland

Annette Mantifel provided an overview of the report. Ms. Mantifel reported during the 2017 year \$11,631.43 in funds were collected and \$2,784.13 in interest was earned. No funds were spent during the 2017 year.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That the Treasurer’s Statement on Cash in Lieu of Parkland as required under Section 42 of the Planning Act, R.S.O. 1990, c.P. 13 be received and approved as presented. Furthermore, that the Treasurer’s Statement on Cash in Lieu of Parkland be made available on the Town’s website or upon request.

CARRIED

3. FM-04-18 – Development Charges Treasurer’s Statement 2017

Annette Mantifel provided an overview of the report. Ms. Mantifel reported \$635,038.64 was collected in development charges in 2017 and \$12,001.55 in interest was earned.

MOVED BY: Gary Serviss
SECONDED BY: Theresa Sabourin

That the Development Charges Treasurer’s Statement 2017 as required under Section 43(1) of the Development Charges Act, 1997 S.O. 1997 and O. Reg 82/98 be received. Furthermore, that Council accepts the Treasurer’s declaration that the Town is in compliance with section 59.1(1) of the Development Charges Act, 1997 and that the Treasurer’s Statement be made available on the Town’s website or upon request.

CARRIED

4. ADMIN-10-2018 – Animal Control/By-law Enforcement Activity Report-March 2018

Dawn Recoskie, Deputy Clerk, provided an overview of the monthly report. Ms. Recoskie highlighted the new Ontario regulation which came into effect on March 1, 2018 which bans unsolicited, door-to-door sales of certain household appliances to better protect the consumer from aggressive and misleading contracting at home. Ms. Recoskie reported on March 6, 2018 the Town received a report of people going door-to-door trying to sell water treatment devices. The Upper Ottawa Valley OPP was notified. Any violations of the ban should be directed to Consumer Protection Ontario.

MOVED BY: James Carmody
SECONDED BY: Tom Mohns

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

CARRIED

5. ADMIN-11-2018 – Restricted Acts After Nomination Day/Also Known as “Lame Duck” Period

Dawn Recoskie provided an overview of the report. Ms. Recoskie explained that Section 275 of the *Municipal Act, 2001* restricts the actions of the council of a local municipality following nomination day unless it is guaranteed that $\frac{3}{4}$ of the current council is returning following the election. The theory behind the provision is that if the new council will be substantially the same as the old council, there is no reason to curb the old council's permitted activities prior to the council changeover. Conversely, where a new council will have a significantly different composition than the old council, there would be limits upon the degree to which members of the old council can affect matters that will be inherited by the new council.

The computation on whether council is in a “lame duck” situation is done twice. First, for the period from nomination day (July 27) to election day (October 22) and secondly the period from election day (October 22) to the end of the current term of Council (November 30).

MOVED BY: Treena Lemay
SECONDED BY: Theresa Sabourin

That Council delegates authority to the CAO/Clerk in the event of a “lame duck” situation the powers: to appoint or remove from office any officer of the municipality; to hire or dismiss any employee of the municipality; to dispose of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and to make any expenditure or incur any other liability which exceeds \$50,000 for the period from July 27, 2018 to November 30, 2018. And that a by-law be brought forward at the next Council meeting to formally approve the delegation.

CARRIED

6. Budget Reports (Administration, Animal Control/Bylaw Enforcement, and Council)

Received for information.

GENERAL MATTERS

There was nothing to report.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Murray Rutz

SECONDED BY: Gary Serviss

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:32 p.m.



Deputy Clerk