

**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**                    **Christine Mitchell**  
                                 **Annette Mantifel**                    **Steve Knott**  
                                 **Kelly Williams**                    **Colin Coyle**  
                                 **Alice Grenon**                    **Shane Corris**  
                                 **Rebecca Bartlett**                    **Patricia Labeouf**  
                                 **Sean Chase**

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.

At this point, Mayor Sweet made a public announcement. He introduced Alice Grenon, Manager of Community Support Service for Carefor Health and Community Services and then proceeded to address Council, as follows:

*Ministry of Transportation – Community Transportation Grant Program – Municipal Stream. Forty (40) communities across the province of Ontario will be able to provide or improve transportation services for seniors, persons with disabilities, youth and students. A funding program, of \$30 million, dispersed over the next five years, will support local transit or intercommunity bus services to underserved public transit areas.*

*The Town of Petawawa is pleased to be one of the communities selected to receive \$499,800.00 in funding under the local municipal transportation stream program. The application put forward to the Ministry of Transportation referenced the community consultation forum under the Age Friendly Community Needs Assessment process, undertaken in 2016. Top priorities identified through that process were affordable accessible housing and reasonable transportation service and support to provide for the needs of daily living and community inclusion.*

*With these objectives in mind, and funding through the Community Transportation Grant program, the Town will be able to work with Carefor Health and Community Services to develop a door to door transportation service to meet the needs of daily living for our vulnerable sectors. Carefor is the lead agency for the Champlain Community Transportation Collaborative in Renfrew County and has been operating for more than ten years. Carefor is a natural partner to implement this program, having the resources and operational capacity to administer and facilitate not only the transportation service but the*

*integrated service system needed to document extensive reporting metrics required as part of the funding reporting.*

*We look forward to working with the Minister of Transportation and with Carefor to deliver this transportation program. More communications will be available as the project develops and evolves. A target date for implementation is autumn 2018.*

Mayor Sweet invited Alice Grenon to say a few words. Ms. Grenon expressed Carefor's pleasure at the opportunity to expand their services into Petawawa and to meet the needs of the community, citing the increasing importance of providing services that allow seniors to age at home and still be connected to the community. Ms. Grenon indicated that Carefor has implemented a program, which will act as a model for Petawawa, in another community and highlighted the success and public support that program has realized. Ms. Grenon noted transportation is an essential service to keep a community vital.

Mayor Sweet thanked Ms. Grenon and then Christine Mitchell, Executive Assistant for making the successful application to the Ministry of Transportation.

### **PRESENTATIONS**

There were no presentations.

### **FIRE DEPARTMENT**

#### 1. Activity Report – April 2018

Fire Chief Steve Knott provided an overview of the monthly report. Chief Knott reported there were three false alarms, one for cooking, the other steam from a shower and the third due to need for battery replacement. Chief Knott spoke of the importance of checking the batteries in these devices, regularly, and noted the Fire Department Fire Prevention program is available to assist those who require help upon request. Chief Knott noted the Fire Department was stood down on a potential water rescue as OPP were able to subdue the individual who had threatened to jump into the Petawawa River. Training and vehicle maintenance conducted over the month was highlighted. Chief Knott stated that notice had been received that the Garrison Petawawa Fire Department aerial truck was out of service until further notice. This impacts fire rescue plans for buildings higher than two storeys. There was a discussion regarding the implementation of the new burning by-law and public education.

**MOVED BY: James Carmody**

**SECONDED BY: Murray Rutz**

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

**CARRIED**

2. Fire Inspections and Activities Report – April 2018

Chief Knott provided an overview of the report. Chief Knott reported the participation of personnel in the annual Showcase event and visits conducted to area schools.

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

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

**CARRIED**

3. Fire Protection Budget Report

Received for information.

**PARKS AND RECREATION**

1. Activity Report – April 2018

Kelly Williams, Manager of Parks and Recreation, provided an overview of the monthly report. Mr. Williams reported on work being conducted down at Petawawa Point which included the removal of some damaged trees and the redesign of the parking area. Mr. Williams noted the close of the RFP for the concept design plan for the Catwalk Pond and highlighted the work being conducted by staff to inspect and prepare the neighbourhood parks for use. The bike park is anticipated to be opening for the Victoria Day long weekend and the splash pad will follow in early June. Details can be found on the municipal website. Mr. Williams noted the unveiling of the Petawawa Sports and Entertainment Hall of Fame and indicated that tickets are still available for the inductee ceremony on June 15<sup>th</sup>. Mr. Williams also noted that the Upper Ottawa River Race and Paddle Festival was the recipient of the Event of the Year award at both the Upper Ottawa Valley Chamber of Commerce Business Awards and the Ottawa Valley Tourist Association Tourism Awards.

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

2. Get to Know Your Neighbourhood Program Presentation

Kelly Williams provided an overview of the program, citing the benefits of engaging the community in outdoor activities and natural environments. Colin Coyle, Program Coordinator, highlighted the list of neighbourhood park events, and noted the sponsorship of the program by Hinduja Global Solutions and grant

funding received through the Canadian Parks and Recreation Association. Mr. Coyle spoke in detail of the Get to the Point event. This new, alcohol-free event, will occur at Petawawa Point on August 25<sup>th</sup> between the hours of 4:00 pm and 10:30 pm. Five distinct areas will promote diverse activities of a cultural and artistic nature, including a bonfire later in the evening and three separate live acoustic music sessions.

Council was very supportive of this initiative and suggested that advertising and regulating parking while promoting active transportation would be key elements to consider as part of the event planning.

This presentation was received for information.

3. PR-03-18 – Get to the Point event – Request to Play Amplified Music during the event

Kelly Williams requested permission, as per By-law 368/06 that the Parks and Recreation Department be permitted to play amplified music during the Get to the Point event on August 25<sup>th</sup> between 4:30 pm and 10:30 pm.

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

That Council approves the request to play amplified music at Petawawa Point on Saturday, August 25, 2018 between the hours of 4:30 pm and 10:30 pm.

**CARRIED**

4. Parks and Recreation Budget Report

Received for information.

**FINANCE AND MANAGEMENT**

1. Accounts Payable – April 2018

Annette Mantifel, Treasurer, presented the report.

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

That the general cheque #'s 27297 to 27442 in the amount of \$737,637.49 be passed by Council and paid by the Treasurer.

**CARRIED**

2. FM-05-18 – Adoption of Investment Policy

Annette Mantifel provided an overview of the report.

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

That Council approves the proposed draft Investment Policy for the Town of Petawawa and that a by-law, so named, be brought forward to the next Council meeting for endorsement.

**CARRIED**

3. FM-06-18 – Ontario Regulation 284/09 Excluded Budget Expenses Report

Annette Mantifel provided an overview of the report.

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

That the report disclosing amortization, post-employment benefits and solid waste landfill closure and post-closure expenses excluded from the 2018 budget as required under Ontario Regulation 284/09 be approved.

**CARRIED**

4. ADMIN-12-2018 – Animal Control/By-law Enforcement Activity Report-April 2018

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

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

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

**CARRIED**

5. ADMIN-13-2018 – Taxi Licence Applications 2018

Daniel Scissons presented the report.

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

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

**CARRIED**

6. CAO-04-2018 – Summer Meeting Schedule

Daniel Scissons presented the report.

**MOVED BY: Tom Mohns**  
**SECONDED BY: Treena Lemay**

That Council approves the proposed summer meeting schedule as follows:

- Tuesday, July 3, 2018 – Council Meeting;
- Monday, July 9, 2018 – Council-in-Committee Meeting (all Committees);
- Monday, July 16, 2018 – Council Meeting;
- Tuesday, August 7, 2018 – Council Meeting;
- Monday, August 13, 2018 – Council-in-Committee Meeting (all Committees);  
and
- Monday, August 20, 2018 – Council Meeting.

**CARRIED**

7. CAO-05-2018 – October 2018 Meeting Schedule

Daniel Scissons presented the report.

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

That Council approves the proposed October meeting schedule as follows:

- Monday, October 1, 2018 – Council Meeting;
- Tuesday, October 9, 2018 – Council-in-Committee Meeting (all Committees);
- Monday, October 15, 2018 – Council Meeting;

It is also noted that the first Council-in-Committee meeting in November will be held on Tuesday November 13, 2018 as the municipal office will be closed on Monday, November 12, 2018 in recognition of Remembrance Day.

**CARRIED**

8. CAO-06-2018 – December 2018 Meeting Schedule

Daniel Scissons presented the report.

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

That Council approves the proposed December meeting schedule as follows:

- Monday, December 3, 2018 – Inaugural Council Meeting;

- Monday, December 10, 2018 – Council-in-Committee Meeting (all Committees);
- Monday, December 17, 2018 – Council Meeting;

**CARRIED**

9. 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 7:59 p.m.



Clerk