

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

<b>Present:</b>	<b>Mayor Bob Sweet Councillor James Carmody Councillor Treena Lemay Councillor Theresa Sabourin</b>	<b>Deputy Mayor Tom Mohns Councillor Frank Cirella Councillor Murray Rutz</b>
<b>Also Present:</b>	<b>Mitch Stillman Daniel Scissons Kelly Williams Sean Chase Adam Hodnett</b>	<b>Dawn Recoskie Dave Newton Steve Knott Kyle Robinson</b>

The Council-in-Committee meeting was opened by the Mayor.

**DECLARATION OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**PRESENTATIONS**

There were no presentations.

**ANIMAL CONTROL/BY-LAW ENFORCEMENT**

1. Activity Report – December 2012

Dave Newton, Municipal Law Enforcement Officer, provided an overview of his report. Mr. Newton advised the false alarm statistics were not included in the report as the statistics were not received in time to include in the agenda package.

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

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

**CARRIED**

2. PSMLEO 01-13 – Taxi Licences Applications 2013

Dave Newton provided an overview of his report.

**MOVED BY: Treena Lemay**  
**SECONDED BY: Frank Cirella**

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

**CARRIED**

**FIRE DEPARTMENT**

1. Activity Report – December 2012

Chief Steve Knott provided an overview of his report. Chief Knott was happy to report that there were no fires experienced for the month of December in Petawawa. He provided statistics from a recent report from the Office of the Fire Marshal indicating there were seven fire-related deaths for the month of December in the Province of Ontario; in total there were 67 fire related deaths in the province for the year 2012 compared to 86 fire related deaths for the year 2011. Chief Knott invited members of Council and the media to attend the Fire Department's water-ice rescue recertification training scheduled for January 20<sup>th</sup> and 27<sup>th</sup> from 8:30 a.m. to 4:30 p.m. at Petawawa Point.

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

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

**CARRIED**

2. Fire Prevention Report – December 2012

Chief Knott provided an overview of his report.

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

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

**CARRIED**

3. FD01-13 – Removal of Heavy Extrication Program from Renfrew County Mutual Aid Plan

Chief Knott provided an overview of his report. He explained the Renfrew County Fire Chief's Association and the Renfrew County Mutual Aid Coordinator are recommending that the Heavy Rescue Program be removed from the Renfrew County Mutual Aid Plan. Chief Knott explained this recommendation is coming forth as not all Fire Departments in the County provide heavy extrication services and advised the purpose of "mutual aid" is to provide "mutual services". By removing this item from the plan, municipalities that don't provide the service can enter into a separate agreement with a neighbouring municipality to provide the service. This option will allow the provider to recoup some costs for providing the heavy extrication service. Chief Knott noted the Fire Chief's Association will be developing a standard agreement for use for all heavy rescue units providing service to neighbouring municipalities so that the agreement and rates will be the same for all fire departments in the County.

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

That Council of the Corporation of the Town of Petawawa accepts the recommendation of the Renfrew County Fire Chief's Association and the Renfrew County Mutual Aid Coordinator to remove the Heavy Rescue Program from the Renfrew County Mutual Aid Plan.

**CARRIED**

**PARKS AND RECREATION**

1. Activity Report – December 2012

Kelly Williams, Manager of Parks and Recreation, provided a brief overview of the Parks and Recreation monthly report for December. Mr. Williams advised Council that Ann Turcotte has accepted the Facility Operator position and will begin her duties on January 22, 2013. He further noted that Cabin Fever 2013 is currently underway and explained the ski-doo races were rescheduled to Saturday, January 12<sup>th</sup> and Saturday, January 19<sup>th</sup> due to the weather. Mr. Williams advised Council that the Parks and Recreation Department is hosting a co-op student from Durham College for the next couple of months.

**MOVED BY: Frank Cirella**  
**SECONDED BY: James Carmody**

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

**CARRIED**

## **FINANCE & MANAGEMENT**

### **1. CAO-01-2013 – December 2012 Activity Report**

Mitch Stillman, CAO/Clerk, presented his report. Mr. Stillman advised the draft Personnel Policy and the review of the Strategic Plan will be forthcoming. Responding to Councillor Lemay, Mr. Stillman advised with regards to the draft smoking by-law that staff is still working on a secondary location at the Civic Centre property and reviewing the enforcement options with a report to be forthcoming in February.

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

That the Administration report for December be accepted as information.

**CARRIED**

### **2. Accounts Payable**

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

That the general cheque #'s 14567 to 14758 in the amount of \$4,044,882.87 be passed by Council and paid by the Treasurer.

**CARRIED**

### **3. 2012 Petawawa Development Charges Statement of Treasurer**

Daniel Scissons, Treasurer/Deputy CAO, presented his report.

**MOVED BY: Treena Lemay**  
**SECONDED BY: James Carmody**

That Council approve and accept the Treasurer's 2012 Annual Development Charges Statement as presented.

**CARRIED**

### **4. Request to Reduce Speed on Petawawa Boulevard – Bill Hartlin**

Mitch Stillman, CAO/Clerk, provided an overview of Mr. Hartlin's request to reduce the speed limit on Petawawa Boulevard. Council chose to take no action on the request and received the correspondence as information.

5. Accreditation Program for Operating Authorities On-Site Verification Audit Report – 2012

Mitch Stillman, CAO/Clerk, explained the audit was in good order.

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

That Council accept the 2012 On-Site Verification Audit Report as presented.

**CARRIED**

6. Taking Care of Your Drinking Water – A Guide for Members of Municipal Councils

Mitch Stillman, CAO/Clerk, explained the guide is targeted to municipal councils and outlines Council's responsibilities regarding the municipality's water system. Councillor Sabourin commented that she read the guide cover to cover and it is an excellent resource for Council.

Discussion took place regarding the abandoned CP rail lines and people driving their snowmobiles on the property. Mayor Sweet explained the property is still owned by CP rail and it is their responsibility should anyone be injured on their property. He explained that he will bring this safety issue forward at the next meeting with CP rail, although it was already brought to CP's attention in December 2012.

**CLOSED SESSION**

There was no closed session.

**ADJOURNMENT**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Frank Cirella**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:15 p.m.



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Clerk