

**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>Mitchell Stillman Daniel Scissons Clem Paradis Kelly Williams Shallan Dament Mike Giardini</b>	<b>Dawn Recoskie Steve Knott Chico Traclet Colin Coyle Sean Chase Cyndi Mills</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.

**FIRE DEPARTMENT**

1. **Activity Report – October 2013**

Chief Steve Knott provided an overview of the monthly report. Responding to Councillor Lemay, Chief Knott advised that the Fire Department does not have a false alarm by-law for fire alarms. Chief Knott was requested to provide an updated copy of the equipment replacement schedule for the Fire Department.

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

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

**CARRIED**

2. Fire Prevention Report – October 2013

Assistant Deputy Chief/Chief Fire Prevention Officer Clem Paradis provided an overview of the report and he also provided a detailed overview of the final report for the 2013 smoke alarm program.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: Frank Cirella**

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

**CARRIED**

**PARKS AND RECREATION**

1. Activity Report – October 2013

Kelly Williams, Manager of Parks and Recreation, provided an overview of the Parks and Recreation monthly report for October. Mr. Williams advised that the new “micro programs” have been well received by the community; he also noted that the annual Santa Claus parade takes place this Sunday, November 17, 2013.

**MOVED BY: Treena Lemay**

**SECONDED BY: James Carmody**

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

**CARRIED**

2. Program Service Delivery Strategy Presentation – K. Williams and C. Coyle

Kelly Williams and Colin Coyle, Program Coordinator, presented the Program Service Delivery Strategy for the Town of Petawawa Parks and Recreation Department. The goal is to promote a healthier, active, and vibrant community.

The presentation was received for information.

3. PR-18-13 – Petawawa Ski and Snowboard Club

Kelly Williams provided an overview of the report. Mr. Williams explained that this venture will be exploratory and not a commitment at this time, and will be a learning opportunity for both staff and Council.

Mayor Bob Sweet commented that in 2003 the initial agreement was entered into with the Molson's to assist them with the costs of insurance, not for the Town to take over operation of the ski hill. Mayor Sweet further noted that a solid business case will need to be presented.

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

1. That Mt. Molson Ski Hill be operated as per the existing agreement for the 2014 season.
2. That Parks and Recreation staff begin to learn about the operation of the ski hill commencing with the start of the 2014 ski season. This would involve training with Ski Club members and the Molson's on ski lift operations and ski hill grooming.
3. That Parks and Recreation staff begin to play an active role in Ski Club operations including active participation at executive meetings.
4. That staff develop a draft agreement between the Town of Petawawa, the Ski Club and the Molson's, including a business model, for Council consideration during the 2014 budget deliberations.

**CARRIED**

4. PR-19-13 – Petawawa Point Phase 1 Detailed Design

Kelly Williams provided an overview of the report. Should Council approve the survey at an estimated cost of \$20,000, Mr. Williams recommended that the unexpended balance of \$65,000 be directed towards the costs associated with the 2013 storm clean-up project.

Discussion took place regarding the limestone wall along Island View Drive and whether there was still warranty in place for the deficiencies.

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

1. That the remediation of the limestone wall along Island View Drive be incorporated into the Phase 1 detailed design project.
2. That staff be directed to immediately commence the topographic survey of the Petawawa Point Park property at a cost of approximately \$20,000.
3. That staff be directed to immediately commence a policy development project focused on dealing with encroachment by private land owners on Town property.
4. That the Petawawa Point Phase 1 Detailed Design project (revised scope including species at risk screening and archeological assessment) be budgeted for in the 2014 budget.

**CARRIED**

Discussion took place regarding the maintenance of Town owned parks, specifically the overgrown shrubs/trees in Centennial Park. Mr. Williams commented that these items will be included in the 2014 Budget.

## **ANIMAL CONTROL/BY-LAW ENFORCEMENT**

### **1. Activity Report – October 2013**

Mitchell Stillman, CAO/Clerk, presented the report.

**MOVED BY: Frank Cirella**

**SECONDED BY: Murray Rutz**

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

**CARRIED**

### **2. MLEO-13-13 – Taxi Licences Applications 2013**

Mitchell Stillman, CAO/Clerk, presented the report.

**MOVED BY: Tom Mohns**

**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

## **FINANCE & MANAGEMENT**

### **1. CAO-19-2013 – Activity Report September/October 2013**

Mitchell Stillman, CAO/Clerk, provided an overview of his report. Mr. Stillman advised that a meeting date still needs to be scheduled to review the strategic plan.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: James Carmody**

That the Administration monthly report for September/October be accepted as information.

**CARRIED**

### **2. Request to Waive False Alarm Fine – Joel Johns**

Mitchell Stillman advised that there is no mechanism in the current by-law for staff to review requests to waive false alarm fines; as such, the requests go directly to Council for consideration.

Councillor Cirella was of the opinion that Mr. Johns' false alarms were not "false alarms" and that someone actually tried to enter his home. Mr. Stillman reported that the OPP conducted an investigation and concluded that they were false alarms.

Councillor Lemay provided an overview of the OPP response to alarms, whether false or not. Discussion took place regarding who should be responsible for paying for "calls for service" when the OPP investigates false alarms. Should all residents of the Town of Petawawa be responsible or should the resident who experiences the false alarm be responsible? Councillor Lemay commented that Council enacted the false alarm by-law and that the by-law needs to be followed.

Councillor Carmody commented that he was sympathetic to the situation, but Council has a by-law in place. He further commented that the security companies who install the alarms need to educate their clients on how to use them properly and that the false alarm fees should be taken up between the client and the security company.

**MOVED BY: Councillor Cirella**

**SECONDED BY: Mayor Sweet**

That the false alarm fees be waived.

**DEFEATED**

Staff was directed to send a letter to Mr. Johns advising that he is responsible for paying the false alarm fines in the amount of \$600.00.

3. Request to Waive False Alarm Fine – Henry Campbell

Discussion took place suggesting that the onus is on the homeowner to communicate with their alarm company regarding the false alarms experienced.

Mayor Sweet commented that he has compassion for the resident as the false alarms experienced amount to \$3,900.00.

Discussion took place regarding whether the municipality can licence alarm companies and require them to have a permit to conduct business in the Town and whether the Town can request proof from the alarm company that they have educated the homeowner on the operation of the alarm system. Staff was asked to investigate.

As per the previous request, Council was of the opinion that the false alarm by-law needs to be followed.

Staff was directed to send a letter to Mr. Campbell advising that he is responsible for paying the false alarm fines in the amount of \$3,900.00.

4. Correspondence – Pet Tags and Dog Park – Rhonda Gregson

The correspondence was received for information. Staff was directed to send a letter to Ms. Gregson advising that Council stands by its decision to increase the pet tag fees, change the tagging period for pet tags, and charge a user fee for the dog park.

5. Accounts Payable – September 2013

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

That the general cheque #'s 16481 to 16652 in the amount of \$1,879,105.08 be passed by Council and paid by the Treasurer.

**CARRIED**

5. Budget Reports (Council, Administration, Animal Control/By-law Enforcement, Fire Protection, Parks & Recreation)

Received for information.

**CLOSED MEETING**

There was no closed meeting.

**ADJOURNMENT**

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

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:58 p.m.



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Clerk