

6:30 p.m.

February 8, 2016

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 **David Unrau**
 Karen Cronier **Steve Knott**
 Cyndy Phillips **Wayne Bando**
 Patricia Leboeuf **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.

PRESENTATIONS

There were no presentations.

FIRE DEPARTMENT

1. **Activity Report – January 2016**

Chief Steve Knott provided an overview of the monthly report. Chief Knott reported that there had been three instances of carbon monoxide calls. Chief Knott stressed the importance of changing the batteries and replacing the units based on manufacturer dates.

MOVED BY: James Carmody
SECONDED BY: Murray Rutz

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

CARRIED

2. Fire Prevention Report – January 2016

Chief Knott presented the report. Chief Knott detailed the procedure and legal responsibility assumed by the Fire Department as it relates to a complaint about occupancy loads.

MOVED BY: Theresa Sabourin
SECONDED BY: Treena Lemay

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

CARRIED

Mayor Sweet explained that the inclusion of departmental draft budgets, are part of an effort to bring the entire budget process ahead in the calendar year. Mayor Sweet indicated that the budgets presented are for information only and that the traditional budget workshop will take place April 7th, 2016. Mayor Sweet acknowledged the challenge that municipalities face as funding envelopes decrease and infrastructure maintenance costs escalate.

3. 2016 Draft Budget

This item was received as information.

ECONOMIC DEVELOPMENT

Mayor Sweet reported that he attended the Economic Developers Council of Ontario President's Dinner and Awards Banquet. The Town of Petawawa accepted 2nd place for the 150th Anniversary compilation CD in the Technology and New Media category.

1. Activity Report – January 2016

Cyndy Phillips, Economic Development Officer, provided an overview of the monthly report. Ms. Phillips reported that Petawawa and the Ottawa Valley appeared in a special feature on PowerBoat Television, January 9th. Ms. Phillips also reported that the Petawawa Spring Showcase would be taking place on April 29th to May 1st, 2016.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That the Economic Development monthly report for January be accepted as information.

CARRIED

2. 2016 Draft Budget

This item was received as information.

PARKS & RECREATION

1. 2016 Draft Budget

This item was received as information.

PLANNING

1. Activity Report – January 2016

Karen Cronier, Planning Coordinator, provided an overview of the monthly report. Ms. Cronier highlighted work on a zoning bylaw amendment, draft subdivision agreement with Portage Landing, Phase II and the possibility of an extension of the draft approval for the Shames Subdivision.

MOVED BY: Treena Lemay

SECONDED BY: Murray Rutz

That the Planning and Emergency Planning monthly report for January be accepted as information.

CARRIED

2. 2016 Draft Budget

This item was received as information.

3. Building Department Activity Report – January 2016

Karen Cronier presented the Building Department monthly report.

MOVED BY: James Carmody

SECONDED BY: Murray Rutz

That the Building Department monthly report for January be accepted as information.

CARRIED

4. 2016 Building Draft Budget

This item was received as information

PUBLIC WORKS

1. Activity Report – January 2016

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau reported that there had been 11 winter events in January. Mr. Unrau advised that Town staff and equipment worked three days hauling snow and clearing fire hydrants.

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

That the Public Works monthly report for January be accepted as information.

CARRIED

2. Public Works Budget Review

This item was received as information.

3. 2016 Draft Budget – Public Works

This item was received as information.

4. 2016 Draft Budget – Sewage

This item was received as information.

5. 2016 Draft Budget – Waterworks

This item was received as information.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Reports – January 2016

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

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That the Animal Control/By-law Enforcement monthly report for January 2016 be accepted as information.

CARRIED

2. MLEO-02-16 – Taxi Licences-Applications 2016

Council reviewed the report.

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

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

CARRIED

3. 2016 Draft Budget

This item was received as information.

FINANCE AND MANAGEMENT

1. Accounts Payable – January 2016

MOVED BY: Murray Rutz
SECONDED BY: Treena Lemay

That the general cheque #'s 21811 to 21982 in the amount of \$1,135,125.03 be passed by Council and paid by the Treasurer.

2. FM-01-16 – Unexpended 2015 General Budget Funds

Annette Mantifel, Treasurer, provided an overview of the report.

MOVED BY: James Carmody
SECONDED BY: Treena Lemay

That 2015 budgeted transfers from departmental reserves/reserve funds be amended as follows:

Development Charges - Admin from \$4,500.00 to \$2,000.00 for the Zoning By-law Review

Development Charges – Library from \$25,041.00 to \$15,843.62 for Library expansion project

Development Charges – Sewer System from \$50,000.00 to \$0.00 for Pumping Station expansion

Water System Reserve from \$571,435.00 to \$319,715.74 for new backup backwash pump system

Further that the following unspent amounts be transferred into reserves/reserve funds as follows:

\$101,079.44 be transferred into Reserve – Administration for an emergency generator at the Town Office
\$186,079.47 be transferred into Reserve – Sewage System for an emergency generator at the Renfrew Street Pumping Station
\$119,575.22 be transferred into Reserve – Public Works for the 3 tonne truck
\$17,126.20 be transferred into Reserve – Public works for unspent monies re: Craig Place construction

CARRIED

3. 2015 Statement of Council and Board Remuneration and Expenses

Annette Mantifel presented the report.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

That Council approves and accepts the 2015 Statement of Council and Board Remuneration and Expenses report as presented.

CARRIED

4. 2016 Draft Budget – Administration

This item was received as information.

5. 2016 Draft Budget – Council

This item was received as information.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:14 p.m.



Clerk