

6:30 p.m.

November 13, 2017

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	Dawn Recoskie
	Annette Mantifel	Craig Proulx
	Kelly Williams	Karen Cronier
	Jennifer Layman	Kylie Proulx
	Rebecca Bartlett	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 – October 2017

Deputy Fire Chief Craig Proulx provided an overview of the monthly report. Deputy Chief Proulx reported that there were two motor vehicle collisions, two fire alarms, two carbon monoxide alarms, and one false alarm for the month of October. Deputy Chief Proulx also reported on two incidents of unauthorized burning where charges were laid. The Fire Department responded to one structure fire and a fuel spill at the Pembroke and Area Airport. Council requested an update on the fuel spill at the airport. The Deputy Chief was directed to follow up with the Pembroke and Area Airport Commission as well as Garrison Petawawa regarding the incident.

Deputy Chief Proulx reminded the public to inspect their smoke alarms and carbon monoxide alarms to reduce the number of unneeded responses from the Fire Department. The public was also reminded to communicate with their alarm monitoring company to reduce the number of false alarm calls.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

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

CARRIED

2. Fire Inspections and Activities Report – October 2017

Deputy Chief Proulx provided an overview of the report. Deputy Chief Proulx highlighted Fire Prevention Week activities, including the Open House hosted by the Fire Department on October 11, 2017.

MOVED BY: James Carmody

SECONDED BY: Treena Lemay

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

CARRIED

3. Fire Protection Budget Report

Received for information.

PARKS AND RECREATION

1. Activity Report – October 2017

Kelly Williams, Manager of Parks and Recreation, provided an overview of the monthly report. Mr. Williams highlighted the plaque unveiling at Petawawa Point for the Ottawa River Heritage Designation which occurred on October 4, 2017. Mr. Williams also reported on the accessibility upgrades to the elevator at the Petawawa Civic Centre and reminded residents to attend the Santa Claus parade on November 19, 2017.

MOVED BY: Murray Rutz

SECONDED BY: Treena Lemay

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

CARRIED

2. Parks and Recreation Master Plan Status Update – November 2017

Kelly Williams provided a status update of the Parks and Recreation Master Plan. Mr. Williams indicated that of the 50 recommendations contained within the report, 29 have been completed, 13 are ongoing, and 8 are incomplete at this time.

Council discussed the use of Centennial Park and suggested that it could be used more for recreational programming and concerts. Council also discussed the condition of the retaining wall and welcomed a future report on its status.

The report was received for information.

3. Parks and Recreation Budget Report

Received for information.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Report – October 2017

Dawn Recoskie, Deputy Clerk, presented the monthly report. Ms. Recoskie reported the Municipal Office will be open extended hours, 8:30 a.m. to 6:00 p.m., on Monday, November 20, 2017 and Monday, December 4, 2017 to facilitate the sale of 2018 pet tags.

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

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

CARRIED

2. Animal Control/By-law Enforcement Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. FM-08-17 – Treasurer’s Statement on Cash in Lieu of Parkland

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

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

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

2. Correspondence – Pembroke & Area Airport, City of Pembroke

Mayor Sweet presented the item of correspondence. The City of Pembroke recently issued a challenge to the partnering municipalities of the Pembroke & Area Airport Commission to donate \$5,000.00 per year for the next five years to financially assist in the paving of the runway.

Councillor Carmody reported that it would be premature to authorize such an expenditure as the Commission has not yet completed its strategic and business planning process as requested by the municipal partnership.

The item of correspondence was tabled pending receipt of the Business Plan and consideration of its strategic recommendations.

3. Accounts Payable – October 2017

Annette Mantifel presented the report.

MOVED BY: Murray Rutz
SECONDED BY: Theresa Sabourin

That the general cheque #'s 26096 to 26291 in the amount of \$1,357,632.07 be passed by Council and paid by the Treasurer.

CARRIED

4. Budget Reports (Administration & Council)

Received for information.

CLOSED MEETING

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the meeting be closed pursuant to Section 239 (2) (e) of the *Municipal Act, S.O. 2001, c.25*, to receive advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding an encroachment on municipal property.

CARRIED

Council went into closed session at 7:34 p.m.

Council reconvened to open session at 7:51 p.m.

BUSINESS ARISING FROM CLOSED SESSION

A closed meeting was held. Council received advice subject to solicitor-client privilege, including communications necessary for that purpose, regarding an encroachment on municipal property. Direction was given to the CAO/Clerk. There is nothing further to report.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Tom Mohns

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:52 p.m.

A handwritten signature in black ink, appearing to be "J. Serviss", written over a horizontal line.

Clerk