



Town of Petawawa
Council-In-Committee Meeting Minutes
May 9, 2022 at 6:30 p.m.

Present:

Mayor Bob Sweet
Deputy Mayor Gary Serviss
Councillor Matthew McLean
Councillor Tom Mohns
Councillor Murray Rutz
Councillor Theresa Sabourin

Regrets:

Councillor James Carmody

Also Present:

Daniel Scissons, CAO
Colin Howard, Clerk
Craig Proulx, Deputy Fire Chief
Jordan Durocher, Director of Community Services
Mark Reinert, Parks & Recreation Facilities Supervisor
Annette Mantifel, Treasurer
Rudy Kadlec, myFM
Patricia Leboeuf, Petawawa Post

The Council-In-Committee meeting was opened by the Mayor at 6:30 p.m.

Mayor Bob Sweet called on CAO, Daniel Scissons to introduce Mr. Jordan Durocher. Mr. Scissons provided a brief summary of Mr. Durocher's personal background and professional career and welcomed Mr. Durocher as the Town's new Director of Community Services.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentations

There were no presentations.

Fire Department

1. Activity Report – April 2022

Deputy Fire Chief Craig Proulx provided an overview of the monthly report. Deputy Chief Proulx reported two calls for vehicle fires, one carbon monoxide alarm call, one motor vehicle collision call and one fire alarm call for the month of April. Deputy Chief Proulx highlighted the monthly platoon training which focused on portable pumps and power equipment. Deputy Chief Proulx also reported on the maintenance of Pumper 9621 and the safety check on Heavy Rescue 9669. Deputy Chief Proulx concluded his report by highlighting the career achievements of Chief Steve Knott. Deputy Chief Proulx reported that Chief Knott is retiring on June 30, 2022 after 47 years of service to the community.

Moved by Murray Rutz

Seconded by Theresa Sabourin

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

Carried

2. Fire Protection Budget Report

Received for information.

Community Services

1. Activity Report –April 2022

Mark Reinert, Parks & Recreation Facilities Supervisor, also welcomed Mr. Jordan Durocher to the Community Services Department and reported that Ms. Antonia Cameron will commence employment on May 24, 2022 as Community Services Liaison.

Mr. Reinert provided an overview of the monthly report and displayed the Ontario Horticultural Association Community Improvement Award which was awarded to the department for 2022. Mr. Reinert reported on the various services, programs and rental activities realized over the month. Mr. Reinert commented on the increased rental activity for the month of April and the successful events that were recently held such as the Poutine Feast and the return of the Spring Showcase.

Mayor Sweet provided an update on the Town's 25th anniversary celebrations which are planned for June 30 to July 3, 2022.

Moved by Murray Rutz

Seconded by Gary Serviss

That the Community Services monthly report for April be accepted as information.

Carried

2. Community Services Budget Report

Received for information.

Finance and Management

1. Accounts Payable – April 2022

Annette Mantifel, Treasurer, presented the report.

Moved by Gary Serviss

Seconded by Theresa Sabourin

That the general cheque #'s 36574 to 36740 in the amount of \$1,642,341.90 be passed by Council and paid by the Treasurer.

Carried

2. FM-02-2022 – 2021 General, Wastewater, Water Budget Funds

Ms. Mantifel provided an overview of the report.

Moved by Tom Mohns

Seconded by Murray Rutz

That 2021 budgeted transfers from reserve/reserve funds be amended as follows:

Reserve – Administration from \$25,000.00 to \$12,886.40 to reflect actual costs incurred during 2021 year re: office renovation project.

Reserve Fund – Transportation from \$145,000.00 to \$0.00 for Kramer Avenue Project.

Development Charges – Transportation from \$28,504.00 to \$9,464.70 for sidewalk construction work.

Development Charges – Transportation from \$765,000.00 to \$423,134.48 for Portage Road project.

Development Charges – Recreation from \$18,000.00 to \$21,842.79 for Laurentian Highlands Park design to reflect actual cost incurred at 100% DC funded.

Reserve Fund – Parks from \$2,000.00 to \$0.00 for Laurentian Highlands Park design.

Development Charges – General from \$15,000.00 to \$0.00 for update to Official Plan.

Reserve Fund – Industrial Park/Economic Development from \$15,000.00 to \$0.00 for update to Official Plan.

Development Charges – Sewage from \$613,500.00 to \$50,461.27 for Renfrew Street pumping station, headworks and sewage plant upgrades.

Development Charges – Water from \$638,400.00 to \$50,000.00 for Portage Road water works.

That the following 2021 transfers to/from reserve/reserve funds be approved:

That \$2,610.00 be withdrawn from Development Charges – General for final zoning by-law review work completed in 2021.

That \$3,190.00 be withdrawn from Reserve Fund – Industrial Park/Economic Development for final zoning by-law review work completed in 2021.

That \$1,134.50 be withdrawn from Reserve – Administration for Accessibility Advisory Committee – marketing items not purchased in 2020 – funds put into reserve for 2021 purchase.

That \$376,944.59 be withdrawn from Reserve Fund – Public Works for Portage Road project.

That \$1,200.00 be transferred into Reserve Fund – Civic Centre for replacement of the mobile stage.

That \$90,000.00 be transferred into Reserve Fund – Fire for unspent funds re: capital equipment and property maintenance.

Carried

3. ADMIN-11-2022 and ADMIN-12-2022 - Animal Control/By-law Enforcement Activity Reports for March and April

Colin Howard, Clerk, provided an overview of the monthly reports.

Moved by Gary Serviss

Seconded by Matthew McLean

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

Carried

4. Budget Reports (Administration, Animal Control/By-law 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 Tom Mohns

That the meeting be adjourned.

Carried

The meeting adjourned at 7:10 p.m.

Signature of the Clerk (Original Signed)