



Town of Petawawa
Council-In-Committee Meeting Minutes
August 14, 2023 at 6:30 p.m.

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor Lisa Coutu
Councillor Karen Donovan
Councillor Adam Driscoll
Councillor Murray Rutz

Regrets:

Councillor James Carmody

Also Present:

Scott Randolph, CAO
Colin Howard, Clerk
Mary McCaw, Director of Community Services
Craig Proulx, Acting Fire Chief
Trevor Woodtke, Asset/Energy Management Coordinator
Annette Mantifel, Treasurer
Peter Moss
Colton Kyle
Henry Coutu
William Coutu
Luke Notman, myFM

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

Land Acknowledgement

The land acknowledgement was read.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentations

There were no presentations.

Community Services

1. Monthly Report – July 2023

Mary McCaw, Director of Community Services, provided an overview of the various services, programs and rental activities realized over the month of July. Ms. McCaw commented on the ongoing staff training for Smart Serve Recertification. Ms. McCaw also commented on the success of the Canada Day celebrations and she remarked on the great participation received for this event.

Moved by Murray Rutz

Seconded by Karen Donovan

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

Carried

2. Community Services Budget Report

Received for information.

Fire Department

1. Monthly Report – July 2023

Craig Proulx, Acting Fire Chief, provided an overview of the monthly report, referencing incident responses, fire prevention activities, residential smoke alarm and open air permits, platoon training focusing on practical wildland firefighting, specialty training for new recruits and pleasure craft boating licences for three members of the department.

Moved by Theresa Sabourin

Seconded by Lisa Coutu

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

Carried

2. Fire Protection Budget Report

Received for information.

Planning and Development

1. Budget Reports (Planning, Building, and Economic Development)

Received for information.

Public Works

1. Monthly Report – June 2023

Trevor Woodtke, Asset/Energy Management Coordinator, provided an overview of the monthly report. Mr. Woodtke highlighted operational achievements in health and safety training, vehicle and equipment maintenance, spring/summer maintenance and water and sanitary operations. Mr. Woodtke also highlighted the annual energy report submitted to the Ministry of Energy which summarized the energy consumption and greenhouse gas emissions for the Town of Petawawa for 2021.

Moved by Murray Rutz

Seconded by Adam Driscoll

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

Carried

2. Monthly Report – July 2023

Trevor Woodtke provided an overview of the monthly report. Mr. Woodtke highlighted vehicle and equipment maintenance, spring/summer maintenance and water and sanitary operations. Mr. Woodtke also provided an update on the current capital construction projects.

Moved by Theresa Sabourin

Seconded by Lisa Coutu

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

Carried

3. Public Works Budget Report

Received for information.

4. Sewage System Budget Report

Received for information.

5. Waterworks Budget Report

Received for information.

Finance and Management

1. Accounts Payable – July 2023

Annette Mantifel, Treasurer, presented the report.

Moved by Murray Rutz

Seconded by Adam Driscoll

That the general cheque #'s 674 to 877 in the amount of \$2,699,488.37 be approved by Council and paid by the Treasurer.

Carried

2. Animal Control By-law Enforcement Monthly Report – July 2023

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

Moved by Murray Rutz

Seconded by Karen Donovan

That Council receives the Animal Control/By-law Enforcement monthly activity report for July as information.

Carried

3. 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 Adam Driscoll

Seconded by Lisa Coutu

That the meeting be adjourned.

Carried

The meeting adjourned at 7:22 p.m.

Signature of the Clerk (Original Signed)