

6:30 p.m.

April 12, 2021

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE
ELECTRONIC MEETING

Present: **Mayor Bob Sweet** **Deputy Mayor Gary Serviss**
 Councillor James Carmody **Councillor Tom Mohns**
 Councillor Murray Rutz **Councillor Theresa Sabourin**

Regrets: **Councillor Matthew McLean**

Also Present: **Daniel Scissons** **Dawn Recoskie**
 Annette Mantifel **David Unrau**
 Craig Proulx **Kelly Williams**
 Karen Cronier **Christine Mitchell**
 Shawn Behnke

This meeting was held virtually using Zoom Video Communications; it was aired live on the Town's YouTube Channel and recorded for future viewership. The only participants physically present in the Council Chambers included Mayor Bob Sweet and Dawn Recoskie, Deputy Clerk.

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.

GENERAL MATTERS

1. **PW-10-2021 – Multi-Use Pathway (MUP) along Laurentian Drive (County Road 25)**

David Unrau, Director of Public Works, provided an overview of the report. Mr. Unrau provided three options for Council's consideration regarding the construction of the proposed multi-use pathway (MUP) along Laurentian Drive, as follows:

- **Option #1:** A 3.0 metre MUP along west side to Limestone, then transition over to east side (2.5 metre MUP with 1 metre buffer) to Sunset/Ravenwood and then transition back to west side as a 3.0 metre MUP;
- **Option #2:** A 3.0 metre MUP along west side complete length with many drywells and retaining walls; and

- Option #3: A 2.5 metre MUP along east side from Civic Centre Road to Sunset/Ravenwood with a 1.0 metre painted asphalt buffer and then transition over to west side as a 3.0 metre MUP (two larger fill areas, but no retaining walls).

MOVED BY: Murray Rutz
SECONDED BY: Theresa Sabourin

That Council directs staff to proceed with Option #2 regarding the construction of the proposed multi-use pathway (MUP) along Laurentian Drive.

CARRIED

FIRE DEPARTMENT

1. Activity Report – March 2021

Deputy Fire Chief Craig Proulx provided an overview of the report. Deputy Chief Proulx reported one vehicle fire, one natural gas leak, one strange smell, one smell of gas, one fire alarm, one powerline on fire, two motor vehicle collisions, one open air burning call, and four carbon monoxide calls for the month of March. Deputy Chief Proulx also highlighted the monthly platoon training which focused on fire dynamics and hose deployment.

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

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

CARRIED

2. FD-01-2021 – Fire Safety Grant Program

Deputy Chief Proulx provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

That Council approves the submission of an application under the Fire Safety Grant Program as identified in the Letter of Intent and that a by-law be brought forward at the next Council meeting to enter into the Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Office of the Fire Marshal to receive the grant funds in the amount of \$8,800.00.

CARRIED

3. Fire Protection Budget Report

Received for information.

COMMUNITY SERVICES

1. Activity Report – March 2021

Kelly Williams, Director of Community Services, provided an overview of the monthly report. Mr. Williams reported on the various services, programs and rental activities realized over the month. Mr. Williams reported Brittany Thrasher has been hired to fill the Community Services Liaison vacancy and started her employment with the Town on April 8, 2021. Mr. Williams reported the arena floor replacement project has started and is approximately one and a half weeks ahead of schedule.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

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

CARRIED

2. CS-02-2021 – Project Award, Petawawa Civic Centre Condenser Replacement Project

Kelly Williams provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Murray Rutz

That Council, under authority of the Town’s Procurement Policies and Procedures By-law #306/04 and in concert with Local Authority Services (LAS) municipal group buying program, authorizes staff to proceed with the award of the refrigeration condenser replacement project to Cimco Refrigeration Inc. in the amount of \$96,000.00 (excluding HST).

CARRIED

3. Community Services Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. Accounts Payable – March 2021

Annette Mantifel, Treasurer, presented the report.

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

That the general cheque #'s 34183 to 34367 in the amount of \$4,731,309.94 be passed by Council and paid by the Treasurer.

CARRIED

2. FM-03-2021 – 2020 General, Water and Wastewater Budget Funds

Annette Mantifel presented the report.

MOVED BY: Theresa Sabourin
SECONDED BY: Tom Mohns

That 2020 budgeted transfers from reserves/reserve funds be amended as follows:

Reserve – Administration from \$75,000.00 to \$0 for purchase of equipment (server hardware/software).

Development Charges – Transportation from \$2,807.00 to \$0 for Sidewalk Construction Scott Avenue.

Development Charges – Transportation from \$544,200.00 to \$20,923.70 for Portage Road construction.

Development Charges – Water from \$481,189.00 to \$6,642.94 for Portage Road construction.

Development Charges – Sewage from \$609,245.00 to \$192,636.53 for sewage plant capital and Renfrew Street Pumping Station work (updates information on Report FM-01-2021).

Sewage Lifecycle Reserve from \$584,058.00 to \$0 for Capital – Sewage System.

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

\$1,134.50 be transferred into Reserve – Administration for marketing items to be purchased in 2021 re: Accessibility Committee

CARRIED

3. ADMIN-06-2021 – Animal Control/By-law Enforcement Activity Report-March 2021

Dawn Recoskie, Deputy Clerk, provided an overview of the monthly report.

MOVED BY: Gary Serviss
SECONDED BY: James Carmody

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

CARRIED

4. ADMIN-07-2021 – Taxi Licence Applications 2021

Dawn Recoskie presented the report. There were four taxi driver licence applications for the month of March.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

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

CARRIED

5. Budget Reports (Administration, Animal Control/By-law Enforcement, and Council)

Received for information.

CLOSED MEETING

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That the meeting be closed pursuant to Section 239 (2) (c) of the *Municipal Act, S.O. 2001, c.25* to discuss a proposed or pending acquisition or disposition of land by the municipality or local board, regarding offers to purchase land in the Industrial Park.

CARRIED

Council went into closed session at 7:53 p.m.

Council reconvened to open session at 8:07 p.m.

BUSINESS ARISING FROM CLOSED SESSION

A closed meeting was held. Council discussed offers to purchase land in the Industrial Park. Direction was provided to the CAO/Clerk. There is nothing further to report.

ADJOURNMENT

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:09 p.m.

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

Clerk