



Town of Petawawa

Council-In-Committee Meeting Minutes October 11, 2022 at 6:30 p.m.

Present:

Mayor Bob Sweet
Deputy Mayor Gary Serviss
Councillor James Carmody
Councillor Matthew McLean
Councillor Murray Rutz
Councillor Theresa Sabourin

Regrets:

Councillor Tom Mohns

Also Present:

Daniel Scissons, CAO
Colin Howard, Clerk
Craig Proulx, Acting Fire Chief
Mark Reinert, Parks & Recreation Facilities Supervisor
Karen Cronier, Director of Planning and Development
David Unrau, Director of Public Works
Simon Brooks
Karen Donovan
Gerald Hoffman
Barry Schimmens

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 –September 2022

Acting Fire Chief Craig Proulx provided an overview of the monthly report. Acting Chief Proulx reported on one hydro pole struck by lightning call, one call for a shed fire, one forest fire call, one fire alarm call, one motor vehicle collision call, one call for a gas leak, two calls for smoke alarms and one call for open air burning for the month of September. Acting Chief Proulx highlighted the monthly platoon training which focused on structural fire pre-plan and review of the Decon Standard Operating Guidelines. Acting Chief Proulx also reported that a grant has been applied for through the Fire Marshal's Public Fire Safety to support Firefighter Certification and reminded all residents to check their fire alarms and smoke detector batteries during Fire Prevention Week from October 9 to 15, 2022.

Moved by Murray Rutz

Seconded by James Carmody

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

Carried

2. Fire Protection Budget Report

Received for information.

Community Services

1. Activity Report – September 2022

Mark Reinert, Parks & Recreation Facilities Supervisor, provided an overview of the monthly report. Mr. Reinert reported on the various services, programs and rental activities realized over the month, including the crossover of the summer and winter sporting events. Mr. Reinert also reported on the successful tender award for the composite play structure for Fish Hatchery Park.

Moved by Gary Serviss

Seconded by Theresa Sabourin

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

Carried

2. CS-05-2022 – Petawawa Terrace Provincial Park Land Use Permit

Mark Reinert provided an overview of the report, advising that Ontario Parks has cancelled the Town's Land Use Permit for cross country ski trail maintenance in Petawawa Terrace Provincial Park.

Received for information.

3. Community Services Budget Report

Received for information.

Planning and Development

1. Building Activity Report – September 2022

Karen Cronier, Director of Planning and Development, presented the monthly report.

Moved by Murray Rutz

Seconded by James Carmody

That the Building activity report for September be accepted as information.

Carried

3. PL-28-2022 – Hoffman Subdivision Phase 4 (Wilson Avenue Extension) – Proposed Trail Connection

Karen Cronier provided an overview of the report.

Council directed staff to pursue the trail connection further and to include a cost estimate for consideration in 2023 budget deliberations.

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

Received for information.

Public Works

1. PW-28-2022 – Road, Water and Sanitary Improvements – Budget 2023 Work Plan

David Unrau, Director of Public Works, provided an overview of the report.

Received for information.

2. PW-29-2022 – Tender PW-19-2022, Kramer Avenue Cleaning of 900 mm Diameter Corrugated Steel Pipe Culvert

David Unrau provided an overview of the report.

Moved by Theresa Sabourin

Seconded by Murray Rutz

That Council approves the award of Tender PW-19-2022, Kramer Avenue Cleaning of 900 mm Diameter Corrugated Steel Pipe Culvert, to RGT Clouthier Construction Ltd. in the amount of \$90,272.00 plus HST.

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 – September 2022

Daniel Scissons, CAO, presented the report.

Moved by Matthew McLean

Seconded by James Carmody

That the general cheque #'s 37581 to 37797 in the amount of \$5,624,689.87 be passed by Council and paid by the Treasurer.

Carried

2. CAO-06-2022 – Electronic Monitoring of Employees Policy

Daniel Scissons presented the report. Mr. Scissons explained the draft policy responds to a recent amendment to the Employment Standards Act, 2000 that requires employers with 25 or more employees to adopt a written policy on the electronic monitoring of employees.

Moved by Gary Serviss

Seconded by Theresa Sabourin

That Council approves Policy # A-18 Electronic Monitoring of Employees, and that the Town's Human Resources Corporate Policies and Procedures By-law 843/13 be amended to include the policy.

Carried

3. ADMIN-23-2022 – Taxi Licence Applications 2022

Colin Howard, Clerk, presented the report.

Moved by James Carmody

Seconded by Murray Rutz

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

Carried

4. ADMIN-24-2022 – Animal Control/By-law Enforcement Activity Report – September 2022

Colin Howard presented the report.

Moved by Gary Serviss

Seconded by James Carmody

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

Carried

5. 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 Matthew McLean

That the meeting be adjourned.

Carried

The meeting adjourned at 7:35 p.m.

Signature of the Clerk (Original Signed)