

6:30 p.m.

January 13, 2020

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

<b>Present:</b>	<b>Mayor Bob Sweet Councillor James Carmody Councillor Murray Rutz</b>	<b>Deputy Mayor Gary Serviss Councillor Tom Mohns</b>
<b>Regrets:</b>	<b>Councillor Matthew McLean</b>	<b>Councillor Theresa Sabourin</b>
<b>Also Present:</b>	<b>Daniel Scissons Steve Knott Wayne Bando Patricia Leboeuf</b>	<b>Annette Mantifel Kelly Williams Maria Morena-Church Bruce Beakley (6:37 p.m.)</b>

The Council-in-Committee meeting was opened by the Mayor at 6:31 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**PRESENTATIONS**

There were no presentations.

**FIRE DEPARTMENT**

1. **Activity Report – December 2019**

Fire Chief Steve Knott provided an overview of the report. Chief Knott reported four false alarms, three motor vehicle collisions, three carbon monoxide, and one structure fire call for the month of December. Chief Knott also highlighted the monthly platoon training which focused on the components of fire alarm systems including sprinklers, smoke and carbon monoxide alarms.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Gary Serviss**

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

**CARRIED**

## COMMUNITY SERVICES

### 1. Activity Report – December 2019

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 and highlighted ongoing health and safety legislative review and plan development. Mr. Williams acknowledged correspondence received from the Petawawa Pantry Food Bank thanking Shallan Dament, Recreation Program Assistant, for donating homemade meals to the food bank through the “Cooking it Forward” program for youth.

**MOVED BY: James Carmody**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

## FINANCE AND MANAGEMENT

### 1. 2019 Audit Responsibilities – Welch LLP

Annette Mantifel, Treasurer, presented the correspondence outlining the 2019 audit responsibilities.

**MOVED BY: Tom Mohns**  
**SECONDED BY: James Carmody**

That the correspondence be received for information.

**CARRIED**

### 2. Accounts Payable – December 2019

Annette Mantifel presented the report.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Murray Rutz**

That the general cheque #'s 31345 to 31516 in the amount of \$4,795,286.20 be passed by Council and paid by the Treasurer.

**CARRIED**

### 3. FM-01-2020 – 2019 Property Tax Write-Offs

Annette Mantifel provided an overview of the report.

**MOVED BY: Tom Mohns**  
**SECONDED BY: James Carmody**

That the list of 2019 property taxation write-offs in the amount of \$15,403.14 be approved pursuant to the *Municipal Act, 2001, S.O. 2001*, Sections 357 and 358 and the *Assessment Act, R.S.O. 1990*, Sections 39.1 and 40.

**CARRIED**

4. ADMIN-01-2020 – Animal Control/By-law Enforcement Activity Report–  
December 2019

Daniel Scissons, CAO/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 December be accepted as information.

**CARRIED**

5. ADMIN-02-2020 – Taxi Licence Applications 2020

Daniel Scissons presented the report.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Tom Mohns**

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

**CARRIED**

6. ADMIN-03-2020 – Community Safety and Well-Being Plan

Councillor James Carmody, Chair of the Petawawa Police Services Board, presented the report.

**MOVED BY: James Carmody**  
**SECONDED BY: Gary Serviss**

That Council supports the creation of an Upper Ottawa Valley OPP Detachment area Community Safety and Well-Being Plan;

And that Council directs staff to communicate with the City of Pembroke Police Services Board, accepting the offer to collaborate and jointly develop a detachment area Community Safety and Well-Being Plan;

And that staff are authorized to participate in the development of said plan with a financial commitment not to exceed \$15,000.00 in 2020.

**CARRIED**

7. CAO-01-2020 – 1913 Petawawa Blvd Lease Extension

Daniel Scissons provided an overview of the report.

**MOVED BY: James Carmody**  
**SECONDED BY: Tom Mohns**

That the Corporation of the Town of Petawawa enter into a Fourth Lease Extension and Amending Agreement for 1913 Petawawa Blvd with Her Majesty the Queen in Right of Ontario as represented by the Minister of Government and Consumer Services for the period of February 1, 2020 to January 31, 2025.

**CARRIED**

**GENERAL MATTERS**

There was nothing to report.

**CLOSED MEETING**

**MOVED BY: Gary Serviss**  
**SECONDED BY: James Carmody**

That the meeting be closed pursuant to Section 239 (2) (d) of *the Municipal Act, S.O. 2001, c.25* to discuss labour relations or employee negotiations with the United Food and Commercial Workers Canada, Local 175 to provide for a collective agreement with the Town of Petawawa Volunteer Firefighters.

**CARRIED**

Council went into closed session at 7:11 p.m.

Council reconvened to open session at 7:31 p.m.

**BUSINESS ARISING FROM CLOSED SESSION**

A closed meeting was held. The matter discussed concerned collective agreement deliberations between the Town and United Food and Commercial Workers Canada, Local 175. This information was provided for consideration and future ratification.

**ADJOURNMENT**

**MOVED BY: James Carmody**  
**SECONDED BY: Gary Serviss**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:32 p.m.

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

Clerk