

6:30 p.m.

February 10, 2020

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

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

Also Present: **Daniel Scissons** **Kate Bennett**
 Craig Proulx **Kelly Williams**
 Colin Coyle **Rudy Kadlec**
 Patricia Leboeuf

The Council-in-Committee meeting was opened by the Mayor at 6:32 p.m.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

PRESENTATIONS

There were no presentations.

FIRE DEPARTMENT

1. Activity Report – January 2020

Deputy Fire Chief Craig Proulx provided an overview of the report. Deputy Chief Proulx reported the platoon completed training on winter operations and ice water theory. Deputy Chief Proulx is attending the Ontario Fire College to complete his Fire Officer Level IV course; the course emphasizes on leadership, communications, human resources, long range planning and risk management. Deputy Chief Proulx also highlighted meetings attended over the month which included; Canadian Red Cross Disaster Management; municipal budget workshop; Renfrew County Fire Chiefs; Post-Traumatic Stress Disorder sub-committee; and the Ontario Associations of Fire Chiefs Labour Relations Seminar.

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

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

CARRIED

COMMUNITY SERVICES

1. Activity Report – January 2020

Kelly Williams, Director of Community Services, provided an overview of the monthly report, highlighting various meetings attended and tourism, parks and facilities and program service offerings. Mr. Williams announced a new event associated with the Upper Ottawa River Race & Paddle Festival and in partnership with GearHeads, the Forest Lea Enduro Mountain Bike Race. Mr. Williams provided an overview of the public engagement undertaken in consideration of the possible implementation of a Municipal Accommodation Tax.

MOVED BY: Theresa Sabourin

SECONDED BY: Murray Rutz

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

CARRIED

2. Skateboard Park Pilot Project Presentation

Colin Coyle, Recreation Program Coordinator, provided an overview of a pilot project to construct a skate park at the Civic Centre. The project would be in partnership with the Action Sports Development Program at Algonquin College Pembroke Campus. Students from the program will build and install ramps, develop a maintenance manual and schedule and provide an education day on skateboarding to the community. Mr. Coyle noted this project is in support of the 2012 recommendation to the Recreation Master Plan to build a skate park. Estimated municipal cost to construct the park is \$3,000.00, which includes features and signage. Construction of a permanent facility will be considered at the culmination of the pilot project phase.

3. CS-01-20 – Canada Day 2020 Celebration Event

Mr. Williams reported on the benefits of relocating the 2020 Canada Day Celebrations from Centennial Park to the Civic Centre. Evaluation of post-event discussions from 2019 indicated many benefits to retaining celebrations at the Civic Centre again this year. The Civic Centre provided ample parking, ease of movement for operational vehicles and emergency services, use of the Kinhut for bar operations and the mobile stage was positioned to provide a central location for music and Canada Day revelries. Mr. Williams also highlighted operational efficiencies as the event set-up/tear-down and site clean-up required far less time and staff resources to complete.

MOVED BY: Murray Rutz

SECONDED BY: James Carmody

That Council approve the 2020 Canada Day Celebration event to be hosted at the Petawawa Civic Centre grounds.

CARRIED

FINANCE AND MANAGEMENT

1. Accounts Payable – January 2020

Daniel Scissons, CAO/Clerk, presented the report.

MOVED BY: Gary Serviss
SECONDED BY: Theresa Sabourin

That the general cheque #'s 31517 to 31796 in the amount of \$1,610,052.76 be passed by Council and paid by the Treasurer.

CARRIED

2. FM-02-2020 – 2019 General, Water and Wastewater Budget Funds

Daniel Scissons presented the report.

MOVED BY: Tom Mohns
SECONDED BY: Matthew McLean

That 2019 budgeted transfers from reserves/reserve funds be amended as follows:

Reserve – Administration from \$26,000.00 to \$0 for computer software/hardware.

Reserve Fund – Parks from \$43,000.00 to \$21,431.67 to reflect actual amount re: shade awning purchase.

Development Charges – General from \$2,500.00 to \$0 for Zoning By-Law Review.

Reserve Fund – Industrial Park/Economic Development Reserve from \$28,492.00 to \$22,031.64 to reflect actual amount re: Development Application Approval Process (DAAP) User Fees Study.

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

\$20,400.00 be transferred into Reserve – Administration for parking lot.

\$49,000.00 be transferred into Reserve – Administration for computer software/hardware.

\$95,000.00 be transferred into Reserve fund – Industrial Park/Economic Development re: unspent funds.

CARRIED

3. ADMIN-07-2020 – Animal Control/By-law Enforcement Activity Report-January 2020

Daniel Scissons provided an overview of the report. Mr. Scissons reported that 867 animal licences were sold via the DocuPet registration platform in its first month of service.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

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

CARRIED

4. ADMIN-08-2020 – Taxi Licence Applications 2020

Daniel Scissons presented the report.

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

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

CARRIED

GENERAL MATTERS

There was nothing to report.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: James Carmody
SECONDED BY: Matthew McLean

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:33 p.m.



Clerk