

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

Present:	Mayor Bob Sweet	Deputy Mayor Tom Mohns
	Councillor James Carmody	Councillor Frank Cirella
	Councillor Murray Rutz	Councillor Theresa Sabourin

Regrets: **Councillor Treena Lemay**

Also Present:	Mitch Stillman	Dawn Recoskie
	Christine Mitchell	Karen Cronier
	David Unrau	Terry Waito
	Marc St. Jean	Sean Chase
	Cyndi Mills	Kyle Robinson

The Council-in-Committee meeting was opened by the Mayor.

DISCLOSURE OF PECUNIARY INTEREST

There were no pecuniary interests.

PRESENTATIONS

There were no presentations.

BUILDING DEPARTMENT

1. Activity Report – May 2013

Mitch Stillman, CAO/Clerk, presented the monthly report.

MOVED BY: Frank Cirella
SECONDED BY: Murray Rutz

That the Building Department monthly report for May be accepted as information.

CARRIED

ECONOMIC DEVELOPMENT

1. Activity Report – May 2013

Christine Mitchell, Economic Development Assistant, presented her monthly report. Responding to Councillor Rutz, Ms. Mitchell advised the Tim Hortons beautification project on Petawawa Boulevard will begin work on Tuesday, June 25th with the project to be completed the next day.

MOVED BY: Theresa Sabourin

SECONDED BY: James Carmody

That the Economic Development monthly report for May be accepted as information.

CARRIED

PLANNING

1. Activity Report – May 2013

Karen Cronier, Planning Coordinator, presented her monthly report. Ms. Cronier advised that a Committee of Adjustment meeting will be held on July 2nd and a Property Standards Committee meeting will be held on July 8th.

MOVED BY: Murray Rutz

SECONDED BY: Frank Cirella

That the Planning and Emergency Planning monthly report for May be accepted as information.

CARRIED

2. PL# 11/13 – Site Plan Application Pembroke Hyundai Addition

Karen Cronier presented her reported. Ms. Cronier provided an overview of the site plan as follows:

- A three bay addition having a total floor area of 117 square metres is proposed on the rear of the existing commercial garage.
- The addition will entail the relocation of the existing septic system.
- The site plan includes the development of a small storm water management pond on the north west corner of the property.
- The access to the new addition will be finished with asphalt.
- The snow storage area is to remain at the eastern corner of the car lot and the owner has indicated that all excess snow will be removed from the site as required.
- The Town has requested the establishment of a 0.3 metre reserve from the north west property marker to the existing residential gravel driveway. This

reserve will ensure that no access is provided to the commercial garage from Anne Street.

- An existing cedar hedge creates an excellent buffer along Anne Street and provides sufficient screening between the existing residential uses and the proposed commercial addition.

MOVED BY: Frank Cirella
SECONDED BY: James Carmody

That Council approves the submitted site plan for Pembroke Hyundai for the construction of a three bay garage addition to the existing garage at 1945 Petawawa Boulevard and that the Planning Coordinator be authorized to prepare the site development agreement.

CARRIED

PUBLIC WORKS

1. **Activity Report – May 2013**

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

MOVED BY: Theresa Sabourin
SECONDED BY: Tom Mohns

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

CARRIED

2. **PW-17-2013 – Purchase of Multi-Purpose Municipal Tractor**

David Unrau provided an overview of his report.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That Council approves the award of the Quotation for Supply and Delivery of a multi-purpose municipal tractor to Joe Johnson Equipment in the amount of \$146,472.00 + HST.

CARRIED

3. **Capital Projects Update – June 2013**

David Unrau provided an update to Council regarding current capital projects, asset management, and energy management. Mr. Unrau reported that the Herman Street project is on schedule, the Sylvan Drive project has started and is on schedule, and the Janet Street Watermain project has been completed ahead of schedule.

MOVED BY: James Carmody
SECONDED BY: Tom Mohns

That the capital projects update be accepted as information.

CARRIED

GENERAL MATTERS

1. CAO-15-2013 – Summer Meeting Schedule

Mitch Stillman, CAO/Clerk, presented his report. Mr. Stillman reported that in addition to the proposed summer meeting schedule, he anticipates scheduling a special meeting of Council in July to award some tender projects.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That Council approves the proposed summer meeting schedule as follows:

- Tuesday, July 2, 2013 – Council Meeting;
- Monday, July 8, 2013 – Council-in-Committee Meeting;
- Tuesday, August 6, 2013 – Council Meeting; and
- Monday, August 12, 2013 – Council-in-Committee Meeting.

CARRIED

2. Budget Reports (Building, Economic Development, Planning, Public Works, Sewage, Waterworks)

Received for information.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:10 p.m.


Clerk