

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

Present:	Mayor Bob Sweet Councillor James Carmody Councillor Treena Lemay Councillor Theresa Sabourin	Deputy Mayor Tom Mohns Councillor Frank Cirella Councillor Murray Rutz
Also Present:	Mitchell Stillman Daniel Scissons Steve Knott Karen Cronier Dan Crigger Mike Giardini	Dawn Recoskie Kelly Williams David Unrau Joan Behnke Sean Chase Cyndi Mills

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

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

Mayor Sweet advised that an item has been added to the agenda under Finance & Management – Item #9 – Correspondence from Garrison Petawawa regarding the Xeneca Project.

PRESENTATIONS

1. Doug Moore Ambassador Award (Ontario Recreation Facilities Association Inc.) – Mark Reinert, Parks & Recreation Facilities Manager

Mayor Sweet advised that the presentation has been deferred to the January 13, 2014 meeting.

PARKS & RECREATION

1. Activity Report – November 2013

Kelly Williams, Manager of Parks and Recreation, provided an overview of the Parks and Recreation monthly report for November. Discussion took place regarding the Cenotaph project and Mayor Sweet advised that there are still fundraising/donation opportunities available for the public, such as purchasing trees and tables for the site. Mr. Williams highlighted a new fundraising event called

“Stand Up for CHEO” as well as the Cabin Fever event to be held January 10 to 19, 2014.

MOVED BY: James Carmody
SECONDED BY: Frank Cirella

That the Parks and Recreation monthly report for November be accepted as information.

CARRIED

FIRE DEPARTMENT

1. **Activity Report – November 2013**

Chief Steve Knott provided an overview of the monthly report. In light of recent events, Chief Knott reminded residents that ashes do not go in the “green bin” and that chimneys should be inspected prior to burning.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

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

CARRIED

2. **Fire Prevention Report – November 2013**

Chief Knott presented the report.

MOVED BY: James Carmody
SECONDED BY: Treena Lemay

That the Fire Prevention report for November be accepted as information.

CARRIED

3. **FD-21-13 – MNR Removal of Fire Crews from Pembroke Base**

Chief Knott highlighted the negative impact on municipalities in Renfrew County that the MNR’s decision will have regarding the removal of the fire crews from the Pembroke location. Chief Knott indicated that MNR has stated that they will pre-position fire crews in Haliburton and North Bay during peak times. Chief Knott indicated that it would take approximately three hours for a fire crew to arrive from Haliburton and approximately half an hour if they travelled by helicopter. Chief Knott applauded MPP John Yakabuski for bringing this item forward in the legislature.

Direction was given to staff to send a letter to MNR advising of the Town's concerns and to copy the letter to other fire chiefs and municipalities in the County.

Discussion also took place regarding the state of the Petawawa Terrace following the summer's windstorm with the number of downed trees. Although the park is closed, Councillor Cirella is concerned with the people he sees entering the park and questioned who is liable if someone gets hurt from a falling tree.

Staff was further directed to send a letter to MNR regarding the Town's concerns with the downed trees in the Petawawa Terrace.

4. FD-22-13 – Duracell “Thank You” to First Responders

Chief Knott advised that the Fire Department received a box of batteries from Duracell as a “thank you” to first responders. Chief Knott was directed to send a letter of thanks to Duracell. The report was received for information.

5. FD-23-13 – Updated Vehicle Replacement Schedule

Chief Knott provided an updated vehicle replacement schedule for the Fire Department. The report was received for information.

PUBLIC WORKS

1. Activity Report – November 2013

David Unrau, Director of Public Works, provided an overview of the monthly report. Discussion took place regarding Hydro One and its level of service regarding the installation of streetlights. Staff was directed to send a letter to Hydro One outlining the Town's disappointment in the level of service provided to the Town.

MOVED BY: James Carmody
SECONDED BY: Frank Cirella

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

CARRIED

2. Capital Projects Update – November 2013

David Unrau provided an update to Council regarding current capital projects, asset management, and energy management.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the Capital Projects Update for November be accepted as information.

CARRIED

PLANNING

1. Activity Report – November 2013

Karen Cronier, Planning Coordinator, presented her monthly report. Ms. Cronier reported that the Official Plan Five Year review was adopted by by-law on December 2nd and that she is finalizing the documentation to forward to the County of Renfrew.

MOVED BY: Murray Rutz
SECONDED BY: Theresa Sabourin

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

CARRIED

2. PL-41-13 – Zoning By-law Amendment Application, Hawkins, Pitzner Road

Karen Cronier advised that the purpose of the Zoning By-law Amendment is to permit a reduced minimum lot frontage requirement from 30 metres to 20 metres. The effect of the amendment is to rezone the subject property, being 6,050 square metres in area, from Rural (RU) to Rural-Exception Fifteen (RU-E15). This amendment is a condition to the granting of consent application B83/13, which is an application for a lot addition. All other provisions of the Zoning By-law apply. A Public Meeting is scheduled for January 6, 2014.

The report was received for information.

3. PL-42-13 – Official Plan Amendment #15 and Corresponding Zoning By-law Amendment, 1758847 Ontario Inc., 21 Murphy Road

Karen Cronier advised that the purpose of the Official Plan Amendment is to permit an extension to the Petawawa Town Centre commercial development. The effect of the amendment is to redesignate the subject lands, being 3,885 square metres in area and containing an existing dwelling and garage, from Residential to Commercial.

Ms. Cronier further advised that the purpose of the Zoning By-law Amendment is to rezone the subject property to permit the extension of the Petawawa Town Centre development. The effect is to rezone the subject lands from Residential One (R1) to Commercial-Holding (C-h). The condition for the removal of the holding symbol to permit development of the property is the approval of a site plan agreement under Section 41 of the Planning Act. A Public Meeting is scheduled for January 6, 2014.

The report was received for information.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Report – November 2013

Mitchell Stillman, CAO/Clerk, presented the report.

MOVED BY: James Carmody

SECONDED BY: Murray Rutz

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

CARRIED

2. MLEO-14-13 – Taxi Licences Applications 2013

Mitchell Stillman, CAO/Clerk, presented the report.

MOVED BY: Tom Mohns

SECONDED BY: Theresa Sabourin

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

CARRIED

BUILDING DEPARTMENT

1. Activity Report – November 2013

Mitchell Stillman, CAO/Clerk, presented the report.

MOVED BY: James Carmody

SECONDED BY: Treena Lemay

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

CARRIED

FINANCE & MANAGEMENT

1. Update on Proposed Billing Structure for OPP – Councillor Treena Lemay (PowerPoint Presentation)

Councillor Treena Lemay provided an overview of the proposed new billing structure for the Ontario Provincial Police. The new billing model is proposed to be divided into two categories: 1. Base services, and 2. Calls for service, with the new

model to be effective January 1, 2015. So far it is estimated that the base service will be \$260 per household plus additional fees for calls for service. All municipalities would pay the same base service and then each municipality's calls for service would vary. The Town of Petawawa currently pays approximately \$250 per household; so the Town would see an increase in the base rate, plus separate charges for calls for service under the new model.

Councillor Lemay provided an overview of the concerns from the Ontario Association of Police Services Boards (OAPSB) suggesting the Province needs to "retool" the proposed model. Mayor Sweet thanked Councillor Lemay for her presentation.

2. Appointment of Ad-Hoc Committee to Review Accommodation needs in Municipal Buildings – Mayor Bob Sweet (verbal report)

Mayor Sweet recommended that Councillor Treena Lemay and Deputy Mayor Tom Mohns be appointed to the Ad-Hoc Committee.

MOVED BY: Frank Cirella
SECONDED BY: Murray Rutz

That Councillor Treena Lemay and Deputy Mayor Tom Mohns be appointed to the Ad-Hoc Committee to review accommodation needs in municipal buildings.

CARRIED

3. CAO-20-2013 – Activity Report November 2013

Mitchell Stillman, CAO/Clerk, provided an overview of his report. Mr. Stillman outlined the new regulation under the *Occupational Health and Safety Act* that comes into effect July 2014.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That the Administration monthly report for November be accepted as information.

CARRIED

4. FM-03-13 – Unexpended 2013 General and Waterworks Budget Funds

Daniel Scissons, Treasurer/Deputy CAO, provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That 2013 budgeted transfers from departmental reserves/reserve funds be amended as follows:

Administration from \$37,772.00 to \$32,272.00;

Development Charges – Fire from \$2,000.00 to 0;
Fire Department from \$727,000.00 to \$301,000.00;
Public Works from \$395,000.00 to \$292,000.00;
Parks from \$107,153.00 to \$97,153.00; and
Waterworks from \$168,000.00 to \$148,000.00.

CARRIED

5. FM-04-13 – 2013 Property Taxation Write-offs

Daniel Scissons presented the report.

MOVED BY: Theresa Sabourin
SECONDED BY: Frank Cirella

That the list of 2013 property taxation write-offs in the amount of \$3,901.66 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

6. FM-05-13 – Development Charges Background Study and By-law

Daniel Scissons provided an overview of the report.

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

That the proposal from Watson & Associates Economists Ltd., to conduct a development charges background study and to prepare an enacting by-law, in the amount of \$27,000.00 plus applicable taxes be approved.

CARRIED

7. Accounts Payable – November 2013

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That the general cheque #'s 16653 to 16850 in the amount of \$1,475,317.80 be passed by Council and paid by the Treasurer.

CARRIED

8. Budget Reports (Council, Administration, Animal Control/By-law Enforcement, Fire Protection, Parks & Recreation, Building, Economic Development, Planning, Public Works, Sewage, Waterworks)

Received for information.

9. Correspondence from Garrison Petawawa regarding the Xeneca Project

Mayor Sweet advised that he received a copy of correspondence from Garrison Petawawa advising that they are terminating the Licence Agreement with Xeneca for access to federal real property.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Treena Lemay
SECONDED BY: Tom Mohns

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:36 p.m.

A handwritten signature in dark ink, appearing to read "MW Stelma", is written over a horizontal line.

Clerk