

6:30 p.m.

July 10, 2017

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

Present: **Mayor Bob Sweet** **Deputy Mayor Tom Mohns**
 Councillor James Carmody **Councillor Treena Lemay**
 Councillor Theresa Sabourin **Councillor Gary Serviss**

Regrets: **Councillor Murray Rutz**

Also Present: **Daniel Scissons** **Dawn Recoskie**
 Annette Mantifel **Steve Knott**
 Kelly Williams **Karen Cronier**
 Cyndy Phillips **Rebecca Bartlett**
 Sean Chase **Patricia Leboeuf**

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 – June 2017

Chief Steve Knott provided an overview of the monthly report. Chief Knott reported that there was one structural fire, one vehicle fire, one auto extrication, and one unauthorized burning event for the month of June. Chief Knott explained that fire drills were conducted for vulnerable occupancies. Acting Captain Brodie McDonald was promoted to the position of Captain effective July 1, 2017.

MOVED BY: Gary Serviss
SECONDED BY: Theresa Sabourin

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

CARRIED

2. Fire Prevention Report – June 2017

Chief Knott provided an overview of the report. Chief Knott highlighted the 2017 smoke/carbon monoxide alarm campaign results and explained that there was a 60%

compliance rate. Chief Knott encouraged the public to contact the Fire Department if they have any questions regarding the location of smoke and/or carbon monoxide alarms within their homes.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

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

CARRIED

3. Fire Protection Budget Report

Received for information.

PARKS AND RECREATION

1. Activity Report – June 2017

Kelly Williams, Manager of Parks and Recreation, provided an overview of the monthly report. Mr. Williams highlighted the Young Worker/New Worker orientation for summer staff; so far 35 summer staff and one full-time employee have received the training. Mr. Williams indicated Civic Centre Days and Canada Day were successful and reminded residents of the Upper Ottawa River Race and Paddle Festival scheduled for August 11-13, 2017.

MOVED BY: Theresa Sabourin
SECONDED BY: Treena Lemay

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

CARRIED

Mr. Williams presented correspondence from the Petawawa Ski and Snowboard Club (PSSC). The PSSC has decided it will not move forward with an MOU with the Town for the 2017/2018 season and the PSSC has secured its own insurance coverage for property damage as well as liability insurance. The item of correspondence was received for information.

Mr. Williams provided a PowerPoint presentation highlighting the recent improvements to the Town's parks. Improvements to Centennial Park include: the renovated band shell, new signage, accessible unisex washroom retrofit, and installation of an accessible picnic table. Improvements at Civic Centre Park include: new backstop and fencing, new signage, discus throwing circle, new trees, accessible portable washroom, and new accessible tables. The Fish Hatchery Park received new trees, topsoil, and grass. Improvements at Petawawa Point include: the installation of a mobi-mat and an outdoor watering station to refill water bottles. A new accessible exterior entrance has also been installed for the Petawawa Public Library. The presentation was received for information.

2. Parks and Recreation Budget Report

Received for information.

PLANNING AND DEVELOPMENT

1. Economic Development Activity Report – June 2017

Cyndy Phillips, Economic Development Officer, provided an overview of the monthly report and the website analytics report. Ms. Phillips reported that she attended the County of Renfrew Economic Development Summit on June 21, 2017. Ms. Phillips also highlighted the David Thompson Brigade event at the Petawawa Heritage Village on June 29, 2017.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

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

CARRIED

2. Economic Development Budget Report

Received for information.

3. Planning and Development Activity Report – June 2017

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier reported that there are five active zoning by-law amendment files, with a proposed official plan amendment/zoning by-law amendment for a quarry. A site plan application for a 38 unit apartment building is currently on circulation. Ms. Cronier attended an emergency management meeting on June 5, 2017 as well as an Energy East emergency planning workshop on June 22, 2017.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That the Planning and Development monthly report for June be accepted as information.

CARRIED

4. PL-19-17 – Zoning By-law Amendment, 1758987 Ontario Inc., Part Lot 14, Concession 6, Murphy Road, Petawawa

Karen Cronier explained the purpose and effect of the Zoning By-law amendment application is to rezone the severed lands in Consent Files B72/10(1), B73/10(2) and B74/10(3) from Rural (RU) to Residential One Exception Forty Seven (R1-E47) to

permit a reduced separation distance from an inactive landfill site. The subject property consists of three one acre lots, each having a frontage of approximately 35 metres on Murphy Road. Ms. Cronier explained that the reduction in separation distance is supported in a document titled "Closed Landfill Impact Evaluation" which was prepared by Morey Associates Ltd. dated May 26, 2017. A public meeting to hear the application has been tentatively scheduled for August 8, 2017.

The report was received for information.

5. Planning Budget Report

Received for information.

6. Building Activity Report – June 2017

Karen Cronier presented the Building monthly report for June.

MOVED BY: James Carmody

SECONDED BY: Treena Lemay

That the Building monthly report for June be accepted as information.

CARRIED

7. Building Budget Report

Received for information.

PUBLIC WORKS

1. Capital Projects Update – July 2017

Daniel Scissons, CAO/Clerk, presented the report.

MOVED BY: Gary Serviss

SECONDED BY: Treena Lemay

That the capital projects update for July be accepted as information.

CARRIED

2. Activity Report – June 2017

Daniel Scissons presented the report.

MOVED BY: Tom Mohns

SECONDED BY: Theresa Sabourin

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

CARRIED

3. PW-14-2017 – Ontario Municipal Commuter Cycling Program

Kelly Williams, Manager of Parks and Recreation, provided an overview of the report.

MOVED BY: Theresa Sabourin
SECONDED BY: Gary Serviss

That staff is authorized to submit an application under the Ontario Municipal Commuter Cycling Program, which would include the following items:

1. Creation of an Active Transportation Plan for Petawawa – estimated cost \$15,000 to \$20,000.
2. Installation of a 4m wide asphalt pathway from Town Centre Boulevard to Murphy Road – estimated cost \$80,000.
3. Continuation of the grading of the original CP rail bed, place and compact limestone screenings from Town Centre Boulevard to Airport Road – estimated cost \$35/m or \$126,000. This portion of the project could be divided into smaller phases.

CARRIED

4. Waterworks Report – June 2017

Daniel Scissons presented the report submitted by OCWA.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the Waterworks monthly report for June be accepted as information.

CARRIED

5. Public Works Budget Report

Received for information.

6. Sewage System Budget Report

Received for information.

7. Waterworks Budget Report

Received for information.

ANIMAL CONTROL/BY-LAW ENFORCEMENT

1. Activity Report – June 2017

Daniel Scissons, CAO/Clerk, presented the monthly report.

MOVED BY: Theresa Sabourin

SECONDED BY: Tom Mohns

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

CARRIED

2. Animal Control/By-law Enforcement Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. ADMIN-12-2017 – 2018 Municipal Election Compliance Audit Committee Terms of Reference

Dawn Recoskie, Deputy Clerk, provided an overview of the report.

MOVED BY: Tom Mohns

SECONDED BY: Theresa Sabourin

That Council approves the 2018 Municipal Election Compliance Audit Committee Terms of Reference as presented, and that Council formally adopts the terms of reference by by-law at the July 17, 2017 Council meeting.

And that the Clerk be authorized to solicit candidates for appointment to the Compliance Audit Committee.

CARRIED

2. Accounts Payable – June 2017

Annette Mantifel, Treasurer, presented the report.

MOVED BY: Gary Serviss

SECONDED BY: Treena Lemay

That the general cheque #'s 25287 to 25540 in the amount of \$4,442,533.05 be passed by Council and paid by the Treasurer.

CARRIED

3. Budget Reports (Administration & Council)

Received for information.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Treena Lemay

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:21 p.m.



Clerk