

**TOWN OF PETAWAWA**  
**COUNCIL-IN-COMMITTEE**

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

**Regrets:**                    **Councillor Treena Lemay**

**Also Present:**            **Daniel Scissons**                    **Dawn Recoskie**  
                                 **Karen Cronier**                    **Cyndy Phillips**  
                                 **David Unrau**                    **Kelly Williams**  
                                 **Paul Blais**                    **Rebecca Bartlett**  
                                 **Sean Chase**

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**

1. Petawawa Economic Action Strategy Final Draft – Paul Blais, MDB Insight

Cyndy Phillips, Economic Development Officer, introduced Paul Blais, Executive Vice-President of MDB Insight. Mr. Blais presented the Economic Action Strategy developed for the Town of Petawawa. Mr. Blais touched on the SOAR (Strengths, Opportunities, Aspirations, Results) project methodology. Mr. Blais outlined the strategic objectives as follows, and highlighted actions to achieve the objectives: 1. Enhancing the community and its profile as a place where businesses, residents, and visitors are excited to be. 2. Elevating investment attraction to a targeted and intentional process that produces results congruent with the desires and vision of the community. 3. Building an entrepreneurial system that nurtures growth, facilitates knowledge-sharing and builds a stronger and more diversified private-sector economy. 4. Creating a municipal environment that builds and maintains relationships and improves communications between the Town and the community.

On behalf of Council, Mayor Sweet thanked Mr. Blais for the comprehensive report.

Council received the presentation for information.

## **PLANNING AND DEVELOPMENT**

1. **Economic Development Activity Report – February 2018**

Cyndy Phillips, Economic Development Officer, provided an overview of the monthly report and the website analytics. Ms. Phillips highlighted the 10<sup>th</sup> Annual Hell or High Water event taking place on May 12, 2018.

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: James Carmody**

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

**CARRIED**

2. **Economic Development Budget Report**

Received for information.

3. **Planning and Development Activity Report – February 2018**

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier reported she is in discussions with the Town's solicitor regarding the proposed Road Improvement Agreement for the Mielke Quarry. The building permit for CH Concrete has been issued and a CRINS application has been received from Rogers Communications to locate a communications tower on the Petawawa Legion property near the water tower.

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

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

**CARRIED**

4. **Planning Budget Report**

Received for information.

5. **Building Activity Report – February 2018**

Karen Cronier presented the Building monthly report for February.

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Gary Serviss**

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

**CARRIED**

6. Building Budget Report

Received for information.

**PUBLIC WORKS**

1. Monthly Report – February 2018

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau highlighted the Strategic Asset Management Policy required by Ontario Regulation 588/17. Mr. Unrau reported the Active Transportation Plan is moving forward with public consultations taking place on April 12, 2018. The Town was successful in receiving a \$7,000 grant from the Safe Cycling Education Fund.

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

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

**CARRIED**

2. Operations Activity Report – February 2018

David Unrau provided an overview of the monthly report. Mr. Unrau reported the department plowed five times, sand/salted five times, and cleared sidewalks 12 times during February. Snow hauling was also conducted.

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: James Carmody**

That the Operations monthly report for February be accepted as information.

**CARRIED**

3. Waterworks Monthly Report – February 2018

David Unrau provided an overview of the report submitted by OCWA.

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

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

**CARRIED**

4. PW-08-2018 – Petawawa Water System and Water Pollution Control Plant 2017 Annual Reports

David Unrau reviewed the annual report for the Petawawa Drinking Water System as prepared by OCWA. Mr. Unrau indicated that the report is published in accordance with Schedule 22 of Ontario Regulation 170/03 under the Safe Drinking Water Act for January 1 to December 31, 2017. The report contains a distribution/work summary, the summary of community complaints/service forms as well as a summary of the quantities and flow rates of the water, including average monthly and daily maximum flows along with a comparative annual chart for the reporting year. The report documents annual and preventative flushing measures and sampling results. Of note, the water system is operating well within capacity limits and the Ministry of the Environment and Climate Change (MOECC) inspection reports a 98.69% compliance rating.

**MOVED BY: James Carmody**  
**SECONDED BY: Theresa Sabouirn**

That the Petawawa Drinking Water System 2017 Annual Report be accepted as presented.

**CARRIED**

David Unrau reviewed the Water Pollution Control Plant report noting the summary of capacity tables, identified operational issues, corrective measures and compliance inspection by the MOECC, work/maintenance orders and community complaints. Of note, the plant is currently operating at 88% capacity.

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

That the Petawawa Water Pollution Control Plant 2017 Annual Report be accepted as presented.

**CARRIED**

5. Public Works Budget Report

Received for information.

6. Sewage System Budget Report

Received for information.

7. Waterworks Budget Report

Received for information.

**GENERAL MATTERS**

1. FM-02-18 – 2017 General Budget Funds

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

**MOVED BY: Tom Mohns**  
**SECONDED BY: Theresa Sabourin**

That \$5,200.00 be transferred into Reserve – Civic Centre Capital for future stage replacement.

**CARRIED**

**CLOSED MEETING**

There was no closed meeting.

**ADJOURNMENT**

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

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:03 p.m.



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Clerk