

6:30 p.m.

July 9, 2018

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

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

Also Present: **Daniel Scissons** **Christine Mitchell**
 Karen Cronier **David Unrau**
 Craig Proulx **Annette Mantifel**
 David Priebe **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.

PUBLIC WORKS

1. Monthly Report – June 2018

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau reported that work on Mary Street Phase 2 was scheduled to begin July 16th and that Victoria Street would receive a second lift of asphalt. Mr. Unrau also noted that the County approved repaving work on Petawawa Boulevard between Limestone Trail and Mohns Avenue which was slated to start July 9th. OCWA was continuing with infiltration and inflow testing on the sanitary system.

MOVED BY: Murray Rutz
SECONDED BY: Gary Serviss

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

CARRIED

2. Operations Activity Report – June 2018

David Unrau provided an overview of the monthly report. Mr. Unrau highlighted the dust suppression work occurring weekly on the gravel roads and the training sessions attended by staff.

MOVED BY: Theresa Sabourin

SECONDED BY: James Carmody

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

CARRIED

3. ADMIN-19-2018 – Adopt a Keeping Petawawa Beautiful Committee to administer the Community Cleanup Program

Christine Mitchell, Executive Assistant, provided an overview of the report. The report recommended the implementation of a Keeping Petawawa Beautiful Committee who would facilitate an annual spring cleanup activity the Saturday during Canadian Environment Week. The Community Cleanup Program would support initiatives to keep Petawawa beautiful for public spaces and along lower tier municipal roads.

MOVED BY: Tom Mohns

SECONDED BY: Theresa Sabourin

That Council endorses the Keeping Petawawa Beautiful Committee and proposed Community Cleanup Program as presented.

CARRIED

4. Public Works Budget Report

Received for information.

5. Sewage System Budget Report

Received for information.

6. Waterworks Budget Report

Received for information.

FIRE DEPARTMENT

1. Activity Report – June 2018

Deputy Fire Chief Craig Proulx provided an overview of the monthly report. Deputy Chief Proulx reported on a commercial carbon monoxide call, attendance at

a motor vehicle collision, unpermitted open air burning, and water rescue calls. Platoon and Fire Officer Development training was also highlighted. Deputy Fire Chief Proulx discussed the current fire ban, indicating that it remains in effect due to extreme heat and continued dry conditions. Notice of the fire ban was sent via email or by phone call to all permit holders between July 5th-6th, and that it has been circulated on various media networks and through the Town social media sources.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

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

CARRIED

2. Fire Inspections and Activities Report – June 2018

Deputy Chief Proulx reported on fire inspections occurring for the midway and staff recreational vehicle accommodations as part of Civic Centre Days activities along with inspections conducted for area businesses.

MOVED BY: Gary Serviss
SECONDED BY: Theresa Sabourin

That the Fire Inspections and Activities report for June be accepted as information.

CARRIED

3. FD-05-2018 – Heavy Rescue (Extrication) Agreement with Township of Laurentian Valley

Deputy Chief Proulx reported that Chiefs Steve Knott, Tim Sutcliffe and Dan Herback had met to review the Heavy Rescue (Extrication) Agreement with the Township of Laurentian Valley. The following changes were proposed for the revised agreement; the definition of “Incident Commander”, a definition of “Sector A” and an annual adjustment for CPI.

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

That Council approves entering into the proposed Heavy Rescue (Extrication) Agreement with the Township of Laurentian Valley and that a by-law be brought forward at the next Council meeting for endorsement.

CARRIED

4. Fire Protection Budget Report

Received for information.

PLANNING AND DEVELOPMENT

1. Planning and Development Activity Report – June 2018

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier reported that three new zoning by-law amendments were to be considered, including proposed revisions to the parking by-law and on secondary dwelling units. Ms. Cronier indicated that phase 3 of the Portage Landing Subdivision was registered and has resulted in the issuance of six building permits. Ms. Cronier noted that Emergency Management training was being scheduled for November and staff were looking into making an application under the Rural Economic Development Fund.

MOVED BY: James Carmody
SECONDED BY: Gary Serviss

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

CARRIED

2. Building Activity Report – June 2018

Karen Cronier presented the Building monthly report for June.

MOVED BY: Murray Rutz
SECONDED BY: Theresa Sabourin

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

CARRIED

3. PL-15-18 – Zoning By-law Amendment, Parking By-law

Karen Cronier provided an overview of the report. The purpose and effect of the amendment is to update the residential parking provisions in the Consolidated Zoning By-law 456/07, as amended, to increase the number of required parking spaces. The amendment would effectively require all dwellings to provide two parking spaces per unit. The notice requires circulation and will be brought forward to a public meeting.

The report was received for information.

4. PL-16-18 – Zoning By-law Amendment to Permit Second Dwelling Units

Karen Cronier provided an overview of the report. The purpose of the amendment is to implement the *Strong Communities Through Affordable Housing Act* and the Town of Petawawa Official Plan regarding second dwelling units. A second dwelling unit is a second self-contained residential dwelling unit ancillary and

subordinate to a primary dwelling unit and maybe located within accessory structures such as a garage or coach house. The effect of the amendment is to define a primary dwelling unit and to update General Provisions of the Zoning By-law. Minimum lot requirements on municipal versus private services, parking spaces and restrictions on building secondary units in the floodway or Environmental Protection zone or within 30 meters of the high water mark have all been addressed as part of the amendment. The notice requires circulation and will be brought forward to a public meeting.

The report was received for information.

5. PL-17-18 – Consent File B64/18 and Zoning By-law Amendment, Thaine and Carol Ann Turcotte, Part Lot 1, Lake Range, 790 Easy Street/First Avenue

Karen Cronier provided an overview of the report. The purpose and effect of application B64/18 is to sever a 0.173 acre parcel of land for residential purposes. The lands in question are designated Suburban and based on legal review were two lots prior to purchase and subsequent merge in 1966. As a condition of severance a survey plan must be provided and a zoning by-law amendment taken to permit a reduced lot area and frontage requirement for both lots. The re-zoning of the severed and retained lands will change from Residential One (R1) to Residential One-Exception Fifty One (R1-E51).

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

That Council supports Consent File B64/18 on the following conditions:

- 1) The submission of a survey plan identifying the lot lines in relation to all buildings or structures in order to confirm compliance with the setback requirements and;
- 2) The applicant is successful in obtaining a zoning by-law amendment to permit a reduced lot area and frontage for both the retained and severed lots.

CARRIED

6. PL-18-18 – Site Plan Approval, Hogan (Winter Summer Solutions), Petawawa Industrial Park, Part of Lot 22 and 23, Concession 5, Industrial Avenue

Karen Cronier provided an overview of the report. A site plan for the construction of a 3200 square foot contractor's shop/garage, with office and washroom facilities has been submitted. The site plan has been reviewed and endorsed by all relevant departments.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

That Council supports the approval of the site plan for Mr. Travis Hogan (Winter Summer Solutions) and authorizes the Director of Planning and Development to prepare the site development agreement.

CARRIED

7. PL-19-18 – Sale of Waterfront Road Allowance, William Behnke and Suzann Rorison, 80 Behnke Crescent and John and Leslie Menzies, 76 Behnke Crescent, Part Lot 6, Lake Range

Karen Cronier provided an overview of the report. The closure and sale of the waterfront road allowance for these properties was discussed and subsequent surveying and appraisal work has been completed. Subject to the declaration of surplus land, by-laws regarding the sale of waterfront road allowances are to be considered at the Council meeting of July 16, 2018.

The report was received for information.

8. PL-20-18 – CW Homes, 2303665 Ontario Ltd., Application for Exemption from Part Lot Control, Block 9, Plan 49M-68, Town Centre Subdivision, Winston Avenue

Karen Cronier provided an overview of the report. Block 9 is located on Winston Avenue within the Town Centre Subdivision, the application seeks exemption from part lot control to enable the division of land and create parcels conveyable under separate ownership for eight townhouses.

MOVED BY: Tom Mohns
SECONDED BY: Gary Serviss

That Council enact a part lot control exemption by-law with respect to Block 9 on Plan 49M-68, to expire two years from the date of passing. The by-law is to be considered at the July 16, 2018 Council meeting.

CARRIED

9. PL-21-18 – Request to Provide “Large Building” Inspection Services for the Township of Madawaska Valley

Karen Cronier provided an overview of the report. The services of Levi Junop, Chief Building Official, who has his “Large Building” credentials, have been requested by Madawaska Valley to provide contracted inspection services for the renovation of a child care/day care centre. This one time provision of service would be bound by contract and by-law.

MOVED BY: Treena Lemay
SECONDED BY: James Carmody

That Council approves the request to provide “Large Building” inspection services for the Township of Madawaska Valley, and that a by-law be brought forward at the next Council meeting to endorse the agreement.

CARRIED

10. Budget Reports (Planning, Building, and Economic Development)

Received for information.

FINANCE AND MANAGEMENT

1. Accounts Payable – June 2018

Annette Mantifel, Treasurer, presented the report.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

That the general cheque #'s 27678 to 27911 in the amount of \$4,631,217.37 be passed by Council and paid by the Treasurer.

CARRIED

2. ADMIN-20-2018 – Animal Control/By-law Enforcement Activity Report-June 2018

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

MOVED BY: Theresa Sabourin
SECONDED BY: Gary Serviss

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

CARRIED

3. ADMIN-21-2018 – Taxi Licence Applications 2018

Daniel Scissons presented the report.

MOVED BY: Gary Serviss
SECONDED BY: Tom Mohns

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

CARRIED

4. Budget Reports (Administration, Animal Control/Bylaw Enforcement, and Council)

Received for information.

GENERAL MATTERS

There was nothing to report.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:07 p.m.



Clerk