

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

<b>Present:</b>	<b>Mayor Bob Sweet</b> <b>Councillor James Carmody</b> <b>Councillor Murray Rutz</b> <b>Councillor Gary Serviss</b>	<b>Deputy Mayor Tom Mohns</b> <b>Councillor Treena Lemay</b> <b>Councillor Theresa Sabourin</b>
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<b>Also Present:</b>	<b>Daniel Scissons</b> <b>Craig Proulx</b> <b>Karen Cronier</b> <b>Annette Mantifel (8:04 p.m.)</b> <b>Jody Anne McDonald</b> <b>Matthew McLean</b> <b>Victoria Sweet</b>	<b>Dawn Recoskie</b> <b>Kelly Williams</b> <b>David Unrau</b> <b>Joe McDonald</b> <b>Dominic Newman</b> <b>Marie-Philip Landry</b> <b>Patricia Leboeuf</b>
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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 – September 2018

Deputy Fire Chief Craig Proulx provided an overview of the monthly report. Deputy Chief Proulx reported four false alarm calls and attendance at four open air burnings, with charges pending. In addition, there were calls for downed power lines, one carbon monoxide alarm, two fire alarms, one structural fire, and two calls for water rescue. Deputy Chief Proulx also highlighted platoon training with a focus on structural fire scenario response in collaboration with the Laurentian Valley Fire Department.

Deputy Chief Proulx also highlighted Fire Prevention Week, October 7-13, 2018. The Petawawa McDonald's location will be hosting "coffee with a firefighter" from 10:00 a.m. to 12:00 noon on Friday, October 12, 2018.

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

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

**CARRIED**

2. Fire Inspections and Activities Report – September 2018

Deputy Chief Proulx presented the report.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Treena Lemay**

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

**CARRIED**

3. Fire Protection Budget Report

Received for information.

**PARKS AND RECREATION**

1. Activity Report – September 2018

Kelly Williams, Manager of Parks and Recreation, provided an overview of the monthly report. Mr. Williams reported on the various services, programs and rental activities realized over the month and highlighted some of the significant upcoming events including the Pembroke & Petawawa Lions Club Santa Claus parade scheduled for November 18, 2018 at 1:00 pm.

**MOVED BY: James Carmody**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

2. Parks and Recreation Budget Report

Received for information.

**PLANNING AND DEVELOPMENT**

1. Planning and Development Activity Report – September 2018

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted Phase 4 of the Hoffman Subdivision, a proposed addition to the Petawawa Centennial Family Health Centre, the Development Application Approval Process user fees study, and a Rural Economic Development (RED) application for funding.

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

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

**CARRIED**

2. Building Activity Report – September 2018

Karen Cronier presented the Building monthly report for September.

**MOVED BY: James Carmody**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

3. PL-31-18 – Second Dwelling Units-Update from Public Meeting

Karen Cronier provided an overview of the report. Ms. Cronier discussed the responses provided as a result of the public meeting which was held on August 20, 2018. Ms. Cronier provided a comparison chart for other area municipalities to allow Council the opportunity to see their best practices. Prior to bringing forward a by-law, direction is required to determine the size limits for coach houses and second dwelling units within accessory buildings.

After much discussion by Council regarding the definition of “subordinate”, the following motion was put forward:

**MOVED BY: Tom Mohns**  
**SECONDED BY: James Carmody**

That the maximum size limit for coach houses and second dwelling units within accessory buildings, be limited to 80% of the footprint of the primary dwelling unit and limited to 80% of the gross floor area of the primary dwelling unit.

**CARRIED**

4. PL-32-18 – Amended Site Plan, Hogan (Winter Summer Solutions), Petawawa Industrial Park, Park of Lot 22 and 23, Concession 5, Water Tower Road

Karen Cronier provided an overview of the report.

**MOVED BY: Treena Lemay**  
**SECONDED BY: Gary Serviss**

That Council supports the approval of the revised site plan that will enable the proponent to access the industrial property via Water Tower Road. The revised site plan would replace the original approved plan.

**CARRIED**

5. PL-33-18 – Consent B30/18 & B31/18, 2580819 Ontario Ltd., Sherwood Nieman, Part of Lot 21, Concession 3, Doran Road (County Road 26)

Karen Cronier provided an overview of the report.

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

That Council supports the granting of Consent Files B30/18 and B31/18 on condition that the applicant rezone the proposed lots from Rural (RU) to Residential One (R1) in order to maintain the consistency of the zoning within the immediate area of the subject lands.

**CARRIED**

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

Received for information.

**PUBLIC WORKS**

1. Monthly Report – October 2018

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau reported the Norman Street and Edith Street reconstruction projects are on schedule. The application for the Biosolids Optimization Study is currently under FCM (Federation of Canadian Municipalities) technical review and the Community Energy Plan application is also under review by the program authority.

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

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

**CARRIED**

2. Operations Activity Report – September 2018

David Unrau provided an overview of the monthly report. Mr. Unrau reported two water service boxes were repaired with the vacuum truck and 143 locates were completed for residents, utility companies and contractors. Mr. Unrau highlighted the annual preventive maintenance completed for the fleet.

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

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

**CARRIED**

3. Water and Wastewater Monthly Report – August 2018

David Unrau provided an overview of the report submitted by OCWA. Mr. Unrau reported there were zero adverse water quality incidents and both facilities were 100% compliant in meeting all legislative requirements in August.

**MOVED BY: Murray Rutz**

**SECONDED BY: Gary Serviss**

That the Water and Wastewater monthly report for August be accepted as information.

**CARRIED**

4. PW-25-2018 – Murphy Road-Petawawa Boulevard Intersection Improvements

David Unrau provided an overview of the report. Mr. Unrau highlighted the improvements approved by the County of Renfrew for this intersection, noting there will be a dedicated left turn lane at Petawawa Boulevard; a dedicated left turn lane at Herman Street; as well as lowering the grade; widening the road for the additional lanes; the reconstruction of the asphalt sidewalk; and incorporating drop curbs at the Algonquin Trail. Improvements are expected to occur over the month of October.

The report was received for information.

5. Public Works Budget Report

Received for information.

6. Sewage System Budget Report

Received for information.

7. Waterworks Budget Report

Received for information.

**FINANCE AND MANAGEMENT**

1. Accounts Payable – September 2018

Annette Mantifel, Treasurer, presented the report.

**MOVED BY: Murray Rutz**

**SECONDED BY: Treena Lemay**

That the general cheque #'s 28297 to 28495 in the amount of \$4,932,029.35 be passed by Council and paid by the Treasurer.

**CARRIED**

2. ADMIN-25-2018 – Animal Control/By-law Enforcement Activity Report-September 2018

Dawn Recoskie, Deputy Clerk, presented the report. Ms. Recoskie highlighted the fall bulky item pick up, which garnered only 17 warnings; further public education is needed as residents are still putting out small, loose items which can be discarded during regular bi-weekly garbage pick up. Ms. Recoskie has also been in communication with the Ontario Provincial Police regarding two separate neighbour disputes/alleged harassment.

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

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

**CARRIED**

3. 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: Treena Lemay**  
**SECONDED BY: Gary Serviss**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:35 p.m.



Clerk