

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

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

**Regrets:**                    **Mayor Bob Sweet**

**Also Present:**            **Dawn Recoskie**                    **Christine Mitchell**  
                                 **Annette Mantifel**                    **Karen Cronier**  
                                 **David Unrau**                    **Jeff DeJong**  
                                 **Joan Behnke**                    **Karl Green**  
                                 **Patricia Leboeuf**                    **Kyle Robinson**

The Council-in-Committee meeting was opened by the Deputy Mayor at 6:30 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**PRESENTATIONS**

1.     Delegation – Maintenance of Water Distribution System – Jeff DeJong

Mr. Jeff DeJong provided Council with an overview of his concerns, noting the frozen water issues that he and other residents experienced in 2015. He indicated that the positive court findings for the plaintiffs also included language which required the Town to consider changes to the policy and By-law 717/11. Of key concern to Mr. DeJong were the potential of uncertified plumbers working on the water system and communications with the public and plumbing contractors to outline responsibilities. Mr. DeJong prepared three questions for Council and subsequently withdrew the second question as it was determined that the interpretation of the definitions in the By-law created the ambiguity and thus there would be no consensus achieved. 1. Specifically what changes have been made in regards to how the Town handles complaints from the residents who report frozen water lines? 2. Are there plans to correct the errors in By-law 717/11? Specifically the errors in the definitions section. 3. Are there plans to make a public notice to all residents clarifying the responsibilities of the Town and residents? Specifically on the fact that residents (or contracted plumbers) are not allowed to work on any part of the distribution system past the curb stop.

Deputy Mayor Serviss invited David Unrau, Director of Public Works, to respond to the inquiries posed. Mr. Unrau noted that a revised approach has been implemented by the Town, wherein the Public Works Department and OCWA work together to address frozen water concerns as they relate to the water distribution system, any

blockages determined to be in the water main are resolved by OCWA, the determined freezing of lines in the residence portion of plumbing are still resolved by the property owner and their engagement of a qualified plumber. If it can be determined the water service was frozen on the municipal side of the curb stop, the Town will reimburse the owner for plumbing services. Mr. Unrau noted five service requests have been received this winter, in which two received reimbursement from the Town. The Ministry of the Environment, Conservation and Parks (MECP), previously the Ministry of Environment and Climate Change (MOECC), has responded to Town inquiries advising that any non-invasive processes (such as thawing a water service) are not required to be completed by a certified operator. A licensed plumber is able to thaw a water service past the curb stop; Mr. Unrau added the risk of contamination is extremely low in situations where pipes are not opened to the environment or material is not injected at a pressure exceeding that of the water in the distribution system. According to Mr. Unrau the MECP has vetted the Town's current response to frozen water lines and advises that the approach is reasonable and would be supported. In Mr. Unrau's opinion a public notice to all residents is not required, as the Town already sends letters to vulnerable properties which have experienced frozen pipes in the past.

Mr. DeJong disagreed with the comment from MECP as he indicated he had in his possession emails from MOECC stating the opposite. Mr. DeJong agreed to provide copies of the emails to the Town, and the Town will in turn provide a copy of the emailed comment from MECP to Mr. DeJong.

Deputy Mayor Serviss thanked Mr. DeJong for bringing forward his questions and concerns. Deputy Mayor Serviss stated he is proud of the water quality in Petawawa and that Council allocates the appropriate resources to ensure its high standard. The results of regular, legislatively prescribed testing support this assertion.

## **PLANNING AND DEVELOPMENT**

### 1. Activity Report – January 2019

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted continued efforts with the County's Development and Property Department regarding the consolidated Zoning By-law review. Ms. Cronier identified that the Emergency Preparedness Campaign for 2019 is "Are You Ready?". Ms. Cronier indicated that the Development Charges and Development Application Approval Process user fee studies are ongoing.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

2. Building Activity Report – January 2019

Karen Cronier presented the Building monthly report for January.

**MOVED BY: James Carmody**  
**SECONDED BY: Matthew McLean**

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

**CARRIED**

3. PL-08-19 – Zoning By-law Amendment, Donald Rantz & Richard Rantz, Part Lot 14, Concession 7, being Parts 1 & 4 on 49R-19168, Rantz Road

Karen Cronier provided an overview of the report. Ms. Cronier explained the purpose and effect of the zoning by-law amendment is to rezone the severed lands in Consent Applications B062/18(1) and B063/18(2) from Rural (RU) to Residential One (R1) as a condition of consent. All other provisions of the Zoning By-law would apply.

A public meeting has been scheduled for March 18, 2019. The report was received for information.

**PUBLIC WORKS**

1. Monthly Report – February 2019

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau reported that the tender closing for the John Street rehabilitation project is scheduled for March 5, 2019. Mr. Unrau indicated the tender preparation for the sand dome, tandem snow plow and trackless MT6 are anticipated to be released in March with the tender for the Black Bay Road project to be issued in April. Mr. Unrau indicated the 2019 approved projects for the water and wastewater plants are underway and that advancing the biosolids feasibility study is ongoing, including potential collaborations with the Garrison. Mr. Unrau also referenced the Municipal Energy Program and indicated that more discussion would occur on this agenda item.

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

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

**CARRIED**

2. Operations Activity Report – January 2019

David Unrau provided an overview of the monthly report. Mr. Unrau noted the use of sand and salt was considerably higher this year and that maintaining sufficient levels of salt is a concern.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Matthew McLean**

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

**CARRIED**

3. PW-01-2019 – Review of Asset Management Plan (AMP) Vendors

David Unrau provided an overview of the report. Mr. Unrau indicated the expense of this project was anticipated in the 2019 budget review. Mr. Unrau indicated that an asset management working group was created to review the proposals and provide input on vendor selection. Of the two companies who presented proposals to complete the asset management review, the bid which offered user friendly and staff input software was unanimously selected as the bidder of choice.

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

That Council approves the Asset Management Plan vendor selection to Ontario Clean Water Agency (OCWA) and GM BluePlan (GMBP) in the amount of \$64,980.00 plus applicable taxes.

**CARRIED**

4. PW-02-2019 – Municipal Energy Plan Program

David Unrau provided an overview of the report. Mr. Unrau noted that staff had completed an application to this program and were notified at time of submission that the funding envelope was dry. Fortunately, the project was recently approved with a shared total expense representing half the project value. The term of the project completion is 18 months due to a considerable amount of community and industry partner consultation. The completion of this plan will provide the base line data and energy targets that are needed in other green initiative funding programs.

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Matthew McLean**

That Council approves the award of the Municipal Energy Plan project to Ontario Clean Water Agency in the amount of \$71,711.00 (HST included).

**CARRIED**

## **GENERAL MATTERS**

### 1. FM-01-19 – Unexpended 2018 General, Water and Wastewater Budget Funds

Annette Mantifel, Treasurer, presented the report.

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

That 2018 budgeted transfers from departmental reserves/reserve funds be amended as follows:

Development Charges – General from \$30,000.00 to \$0 for the Master Fire Plan;  
Development Charges – General from \$2,500.00 to \$0 for Zoning By-Law Review;  
Development Charges – Sewage from \$200,000.00 to \$0 for pumping station expansion;  
Reserve – Administration from \$25,000.00 to \$0 for office renovations;  
Reserve – Industrial Park/Economic Development from \$8,000.00 to \$0 for new tourism signage;  
Reserve – Industrial Park/Economic Development from \$1,000.00 to \$0 for emergency plan work;  
Reserve – Industrial Park/Economic Development from \$5,500.00 to \$1,400.00 for Zoning By-Law Review;  
Reserve – Industrial Park/Economic Development from \$39,900.00 to \$12,659.32 for DAAP Study.

Further that the following amounts be transferred into reserves/reserve funds as follows:

\$ 653.13 be transferred into Reserve – Industrial Park/Economic Development re: 2018 Upper Ottawa River Race & Paddle Festival surplus;  
\$ 1,200.00 be transferred into Reserve – Industrial Park/Economic Development for Zoning By-Law Review;  
\$30,000.00 be transferred into Reserve – Fire for Fire Master Plan;  
\$ 4,000.00 be transferred into Reserve – Administration for Accessibility Advisory Committee expenses;  
\$26,000.00 be transferred into Reserve – Administration for office equipment;  
\$20,904.00 be transferred into Reserve – Industrial Park/Economic Development for general funds budgeted but not utilized re: website/business development.

**CARRIED**

## **CLOSED MEETING**

There was no closed meeting.

**ADJOURNMENT**

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Matthew McLean**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:40 p.m.

  
Deputy Clerk