

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

<b>Present:</b>	<b>Mayor Bob Sweet Councillor James Carmody Councillor Treena Lemay Councillor Theresa Sabourin</b>	<b>Deputy Mayor Tom Mohns Councillor Frank Cirella Councillor Murray Rutz</b>
<b>Also Present:</b>	<b>Mitch Stillman Karen Cronier Christine Mitchell Sean Chase Kyle Robinson</b>	<b>Dawn Recoskie David Unrau Ann McIntyre Adam Hodnett</b>

The Council-in-Committee meeting was opened by the Mayor.

**DISCLOSURE OF PECUNIARY INTEREST**

There were no pecuniary interests.

**PRESENTATIONS**

1. **Request for Financial Assistance – Petawawa Heritage Society**

Ann McIntyre, President of the Petawawa Heritage Society, made a presentation to Council requesting funding in the amount of \$4,000.00 to put towards the construction of an accessible washroom facility at the Petawawa Heritage Village site. Mayor Sweet thanked Ms. McIntyre for her presentation and advised Council will consider the request during its 2013 budget deliberations in April.

**BUILDING DEPARTMENT**

1. **Activity Report – December**

Mitch Stillman, CAO/Clerk, presented the monthly report. The report was received for information.

**PLANNING**

1. **Activity Report – December**

Karen Cronier, Planning Coordinator, presented her monthly report.

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

That the Planning and Emergency Planning monthly report for December be accepted as information.

**CARRIED**

2. PL#2/13 – Zoning By-law Amendment – 5 Doran Road, D.C. Hawkins Holdings Inc.

Karen Cronier provided an overview of the application to rezone the subject property from “R1” to “R2” to allow for the construction of two semi-detached dwellings. A public meeting to hear the application has been scheduled for February 19, 2013. The report was received for information.

3. PL#3/13 – Official Plan Amendment #13 and Zoning By-law Amendment – 13 Murphy Road

Karen Cronier provided an overview of the application to redesignate and rezone the subject property from “residential” to “commercial-holding”. A registered site plan agreement will be required to remove the “holding” symbol. A public meeting to hear the application has been scheduled for February 19, 2013. The report was received for information.

4. PL#4/13 – After Action Report Exercise Dry Well 2012

Karen Cronier provided an overview of the after action report arising from the annual emergency exercise held in November 2012. She noted six recommendations came forward from the debriefing session held following the exercise.

**MOVED BY: Frank Cirella**  
**SECONDED BY: Murray Rutz**

That Report PL#4/13 be accepted as information.

**CARRIED**

## **PUBLIC WORKS**

1. Activity Report – December

David Unrau, Director of Public Works, provided an overview of the monthly report. He advised Council that 22 winter events occurred in December. He noted there is still an issue with people parking their vehicles on the side of roadways during the winter months, if needed the Public Works Department will call out the By-law Enforcement Officer on a case-by-case basis.

**MOVED BY: Treena Lemay**  
**SECONDED BY: James Carmody**

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

**CARRIED**

2. Waterworks Monthly Report – December

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

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Treena Lemay**

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

**CARRIED**

3. Engineering Services for Capital Projects

David Unrau advised Council that the Town has several projects that are in different stages of design with Jp2g Consultants Inc. He explained the projects take several months to design and tender, and the construction season for the projects is short. Mr. Unrau further explained that it is not anticipated that all projects will be completed this fiscal year; however, the design will be ready when funding becomes available either this year or next.

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

That the Director of Public Works be directed to proceed with the proposal call to Jp2g Consultants Inc. to provide budget funding and schedule information to the Town on the projects outlined in the report dated January 25, 2013.

**CARRIED**

4. Watermain along Passchendale Road

David Unrau advised Council that Passchendale Road was upgraded last summer by DND and at the time an informal request was made to the Town of Petawawa to replace the watermain. After reviewing the item, Mr. Unrau advised the watermain is in good condition and he doesn't see the need to replace the watermain at this time. He further noted the project is not prioritized within the Town's current infrastructure plan or in the capital planning study report completed by OCWA.

Discussion took place whether the watermain is the responsibility of the Town or CFB Petawawa. Council chose to table the report until further discussions can take place with representatives from CFB Petawawa and to also allow staff to gather more information regarding the status of the watermain.

## **ECONOMIC DEVELOPMENT**

### **1. Activity Report – December**

Christine Mitchell, Economic Development Assistant, presented her monthly report.

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

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

**CARRIED**

## **GENERAL MATTERS**

### **1. CAO-02-2013 – No Smoking By-law Enforcement**

Mitch Stillman, CAO/Clerk, presented three options for the enforcement of the proposed no-smoking by-law. Option #1: current animal control/by-law enforcement officer; Option #2: hire a part-time or casual by-law enforcement officer(s); and Option #3: OPP enforcement of by-law. Regarding the use of set fines, Mr. Stillman noted the fines could range anywhere from \$25.00 to \$300.00; Council would need to decide the amount of the fine which can then be adopted by resolution separate from the by-law.

Discussion took place regarding altering the hours of the by-law enforcement officer, should the by-law be adopted, so that he can be present during events outside of regular office hours when the by-law would be more apt to be contravened. Discussion also took place regarding having the appropriate signage in place and public notification prior to the enactment of the by-law.

**MOVED BY: Treena Lemay**  
**SECONDED BY: James Carmody**

That Council approve Option #1 as outlined in report CAO-02-2013 to use the services of the current animal control/by-law enforcement officer.

**CARRIED**

It was further noted that a second designated smoking location still needs to be identified on the Civic Centre property. Mr. Stillman advised that Mr. Kelly Williams will be bringing forward a report regarding the second location.

## **CLOSED MEETING**

There was no closed meeting.

Councillor Treena Lemay asked the CAO/Clerk to follow up with Hydro One regarding their recent planned power outage on the coldest day of January. She was concerned that the automated message didn't identify why the scheduled power outage occurred.

### **ADJOURNMENT**

**MOVED BY:** Treena Lemay  
**SECONDED BY:** Tom Mohns

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:15 p.m.

A handwritten signature in dark ink, appearing to read "M. W. Stithman", is written over a horizontal line.

Clerk