

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
Cyndy Phillips Karen Cronier
David Unrau Joe McDonald
Steve Uhler Mike Giardini

The Council-in-Committee meeting was opened by the Mayor at 6:35 p.m.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

PRESENTATIONS

There were no presentations

ECONOMIC DEVELOPMENT

1. Activity Report – April 2016

Cyndy Phillips, Economic Development Officer, provided an overview of the monthly report. Ms. Phillips reported that the new Town maps were available and distributed at the Petawawa Spring Showcase; a successful event. Ms. Phillips also reported a significant amount of time spent on tourism, citing participation in the Ignite Ottawa Valley conference, Ottawa Valley Tourist Association annual general meeting, an Ontario Highlands Tourism Organization seminar and a Tourism Destination Development Committee meeting.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

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

CARRIED

2. Correspondence – Visitor Information Centres – Chris Hinsperger, President, Ottawa Valley Tourist Association

The letter highlighted the importance of Visitor Information Centres and how trained and interactive staff can enhance the visitors experience in Renfrew County.

The letter was received as information.

3. ED-03-16 – Municipal Signage Program

Cyndy Phillips provided an overview of the report. Ms. Phillips presented her budget analysis for various types of signage posts as requested by Council at the May 9th presentation. Ms. Phillips noted that on the cedar posts, staining and sleeves could be considered to prevent damage to the posts. Ms. Phillips further indicated that both the aluminum and steel sign posts would add an extra cost to each installation and that if Council opted for either it would also require replacement of existing municipal signs to create a cohesive appearance. Council supported the installation of aluminum powder coated sign posts with sleeves.

MOVED BY: Tom Mohns
SECONDED BY: Murray Rutz

That Council approves the Municipal Signage Design, using 3mm Dibond and aluminum posts with sleeves.

CARRIED

Staff was directed to present aluminum post colour options to Council for approval and to adjust the quantity of signs contemplated to be reflective of the approved 2016 budget allocation for this program.

PLANNING

1. Activity Report – April 2016

Karen Cronier, Planning Coordinator, presented her monthly report. Ms. Cronier reported on the approval of the Official Plan Amendment, No. 14, along with the filing of applications from H&H regarding aggregate extraction. Ms. Cronier also reported on the status of current zoning applications and site plans. Ms. Cronier further reported that a review of the encroachment policy had been completed by the solicitors and would be coming forward to Council for consideration.

MOVED BY: James Carmody
SECONDED BY: Tom Mohns

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

CARRIED

Staff was directed to review subdivision agreements, with specific consideration of the tree planting clause on Town road allowance and report back to Council on compliance.

2. PL-11-16 – Encroachment/Minor Variance – Christine Rowan, Part of Mill Site No. 1, Registered Plan No. 25, 12 Louise Street, Town of Petawawa

Karen Cronier provided an overview of the report. Ms. Cronier noted that in review of a building request to provide some accessibility measures to the house, which requires a minor variance, it became apparent that two encroachment issues required resolution. It was determined that more than 620 square meters of encroachment were on Town right of way and a garage had been built on Town parkland. A permit was not obtained for the garage construction and will require an inspection to confirm compliance to building code. Ms. Cronier recommended entering into an encroachment agreement, at the owner's full expense, that stipulates the encroached upon areas be reinstated to their previous conditions, prior to the future sale of property, including any transfer of deed to a relative of Mrs. Rowan; or upon need of the land by the Town. The agreement will further state that the owner is responsible for any and all additional costs, including but not limited to insurance, surveying, administrative, planning, legal, engineering, inspection or any other related expenses.

MOVED BY: Theresa Sabourin

SECONDED BY: Murray Rutz

That Council approves staff to engage the services of the Town solicitor for the preparation of an encroachment agreement that will address the existing encroachments.

CARRIED

3. PL-12-16 – Consent Application B25/16 – 1863035 Ontario Inc., Part of Lot 11, Range C, 2689 Petawawa Boulevard

Karen Cronier provided an overview of the report. Ms. Cronier reported that the purpose and effect of the consent application is to sever a 0.67 acre parcel of land for residential purposes.

MOVED BY: James Carmody

SECONDED BY: Murray Rutz

That Council approves the consent application subject to the applicant providing a draft survey plan for both the retained and severed lots, highlighting the structures and compliance with regulated setbacks as well as obtaining approval to join the municipal water supply and sustainability for an onsite septic systems. All existing accessory buildings located on the severed lands are to be removed.

CARRIED

4. PL-13-16 – Site Plan Application – Wade Contracting Ltd., 56 Industrial Avenue, Part of Lot 23, Concession 5, being Part 1 on Plan 49R-16026

Karen Cronier provided an overview of the report. Ms. Cronier noted that Wade Contracting Inc. has made an application for site plan approval for a 120 square metre addition to their existing building on Industrial Avenue.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That Council approves the site plan for the addition to Wade General Contracting Ltd. building located at 56 Industrial Avenue on condition that the Owner enters into a site development agreement with the Town.

CARRIED

5. Building Department Activity Report – April 2016

Karen Cronier presented the Building Department monthly report for April. Ms. Cronier reported that the number of issued permits is up significantly both in value and collected fees, over the same time period in 2015.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That the Building Department monthly report for April be accepted as information.

CARRIED

PUBLIC WORKS

1. Activity Report – April 2016

David Unrau, Director of Public Works, provided an overview of the monthly report, noting the high number of locate requests and work completed on grading of gravel roads.

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

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

CARRIED

2. Waterworks Monthly Report – April 2016

David Unrau provided an overview of the report submitted by OCWA, noting that focus for the month was on regular maintenance, the completion of the backwash project and roof heat scan on both the water and wastewater treatment plants.

MOVED BY: James Carmody
SECONDED BY: Tom Mohns

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

CARRIED

3. Capital Projects Update – May 2016

David Unrau provided an update to Council regarding current capital projects, asset management, energy management, waste management and water quality. Mr. Unrau reported that a road condition assessment had been completed with Public Works staff and a third party consultant; the report will come forward to Council in June. Mr. Unrau noted that the percentage of paved lane kilometers where condition is good or very good will decrease from the previous reporting as conducted in 2011. Mr. Unrau reported that the Black Bay Road watermain looping project was in the design phase and this project would eliminate two dead ends. It was confirmed that design and consultation with potential system users would occur as part of the process.

MOVED BY: Murray Rutz
SECONDED BY: Gary Serviss

That the capital projects update for May be accepted as information.

CARRIED

4. PW-09-2016 – Concrete Works 2016

David Unrau reported that five firms picked up tenders packages and four firms submitted complete tender packages on the closing date of May 17, 2016.

MOVED BY: Theresa Sabourin
SECONDED BY: Treena Lemay

That Council approves the award of PW-07-2016 – Concrete Works to H & H Construction in the amount of \$ 51,347.00 + HST.

CARRIED

5. PW-10-2016 – Hot Mix 2016

David Unrau reported that three firms picked up tender packages and two firms submitted complete tender packages on the closing date of May 17, 2016.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

That Council approves the award of PW-08-2016 – Hot Mix to H&H Construction in the amount of \$ 27,600.00 + HST.

CARRIED

6. PW-11-2016 - Winter Sand 2016

David Unrau reported that four firms picked up tender packages and four firms submitted complete tender packages on the closing date of May 17, 2016.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That Council approves the award of PW-09-2016 – Winter Sand to RGT Clouthier in the amount of \$ 11,360.00 + HST.

CARRIED

7. CAO-04-16 – Petawawa Boulevard Expansion Project

Daniel Scissons, CAO/Clerk provided an overview of the report. Mr. Scissons reported that County of Renfrew Council endorsed the Operations Committee recommendation that the expansion of Petawawa Boulevard be accelerated pending the securing of financial commitments from the Department of National Defence (DND) the federal and provincial governments and the Town. As part of the estimated \$19 million project, to four-lane Petawawa Boulevard from Doran Road to the Garrison, DND has made an application, in the amount of \$5 million from the Capital Assistance Program. A commitment to proceed with the expansion, from both the County, as the project lead and the Town, as host municipality, is critical for the Garrison in their efforts to secure this capital funding.

MOVED BY: Tom Mohns
SECONDED BY: Treena Lemay

That Council reconfirms support for advancement of the expansion of Petawawa Boulevard from Doran Road to Garrison Petawawa by the County of Renfrew in accordance with the Class Environmental Assessment completed in 2014 and subject to satisfactory funding contributions by the Department of National Defence and the Governments of Canada and Ontario.

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 8:05 p.m.

A handwritten signature in black ink, appearing to be "J. Serviss", written over a horizontal line.

Clerk