

6:30 p.m.

March 29, 2016

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

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

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

**Also Present:**            **Daniel Scissons**                                    **Christine Mitchell**  
   **Karen Cronier**                                    **Kelly Williams**  
   **David Unrau**                                      **Cyndy Phillips**  
   **Wayne Bando**                                    **Ryan Paulsen (6:34 p.m.)**  
   **Mike Giardini**                                    **Patricia Leboeuf**

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**

There were no presentations.

**ECONOMIC DEVELOPMENT**

1.     **Activity Report – February 2016**

Cyndy Phillips, Economic Development Officer, provided an overview of the monthly report and supporting website analytics.

**MOVED BY:            Theresa Sabourin**

**SECONDED BY:      James Carmody**

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

**CARRIED**

2.     **ED-02-2016 – Summary of Visitor Information Centre Operations for 2015**

Cyndy Phillips provided an overview of the report noting that there was an increase in visitors to the Town of Petawawa VIC, located in the hallway between the Civic Centre and the Petawawa Public Library, to 699 over 434 recorded in the previous

year. Ms. Phillips also highlighted the OHvation mystery shopper program, annually facilitated by the Ontario Highlands Tourism Organization.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Murray Rutz**

That the summary of VIC Operations for 2015 report be accepted as information.

**CARRIED**

## **PARKS & RECREATION**

### 1. PR-05-2016 – Canada 150 Community Infrastructure Grant Program

Kelly Williams, Manager of Parks and Recreation, provided an overview of the report. Mr. Williams indicated that the Town was successful in obtaining matching grant monies in the amount of \$40,914.00 from the Canada 150 Community Infrastructure Grant Program for the installation of a multi-sport outdoor electronic scoreboard. Mr. Williams indicated that the project would be subject to a competitive bid process and that installation of the sign board was anticipated in the autumn of this year.

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

That Council enters into an agreement with Her Majesty the Queen in Right of Canada as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario for funding under the Canada 150 Community Infrastructure Program for the installation of a multi-sport outdoor electronic scoreboard with FedDev Ontario and the Town each contributing \$40,914.00, for a total agreement of \$81,828.00.

**CARRIED**

Council requested since the Petawawa Civic Centre Fundraising Committee was no longer able to guarantee the matching funds that the municipal portion be shown as a capital item in the Parks and Recreation 2016 budget.

## **PLANNING**

### 1. Activity Report – February 2016

Karen Cronier, Planning Coordinator, provided an overview of the monthly report. Ms. Cronier noted the introduction of new provincial disaster assistance programs.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Murray Rutz**

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

**CARRIED**

2. PL-06-16 – Consent Applications – File B5/16 & B6/16, Phil & Karen Krueger, Part of Lot 25, Concession 2

Karen Cronier provided an overview of the report. The purpose of the application is to sever two residential lots equivalent to 1.12 acres each, fronting on Biesenthal road. The review of the proposal shows no Provincial land use issues affecting the applications, both proposed severances and retained lot conform to the policies of the Official Plan and Zoning By-law.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Gary Serviss**

That Council supports Consent Applications B5/16 and B6/16 on condition that the applicant prepares a registered plan of survey for each lot.

**CARRIED**

3. PL-07-16 – Zoning By-law Amendment Application, Richard and Terry Beaune, 7,9 and 11 North Street, 14 and 16 Louise Street, Part Lot 2, Lots 3, 4 and 5, Plan 25, Former Township of Petawawa

Karen Cronier provided an overview of the report. The purpose of the zoning by-law amendment application is to rezone the severed and retained lands in Consent Applications B68/15 and B69/15 to recognize the existing legal non-conforming status of more than one dwelling per lot. The effect of the amendment is to rezone the lands from Residential One (R1) to Residential One-Exception Forty-Four (R1-E 44). A public meeting to hear the zoning by-law amendment application has been scheduled for April 4, 2016.

The report was received for information.

4. PL-08-16 – Zoning By-law Amendment Application, Daniel and Connie Hoffman (Agent: Dustin Hoffman), 2 Fairway Drive, Part Lot 1, Lake Range, Part Lot 6 and Lot 7, Plan 599, Former Township of Petawawa

Karen Cronier provided an overview of the report. The purpose of the zoning by-law amendment application is to rezone part of the retained lands in Consent Application B124/15 (lot addition) so that it is consistent with the zoning on the remainder of the lot. The effect of the amendment is to rezone 930 square metres from Limited Service Residential (LSR) to Residential One (R1). A public meeting to hear the zoning by-law amendment application has been scheduled for April 4, 2016.

The report was received for information.

8. Building Department Activity Report – February 2016

Karen Cronier presented the Building Department monthly report for February.

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

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

**CARRIED**

**PUBLIC WORKS**

1. Activity Report – February 2016

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau highlighted the number of winter events and the necessity of snow hauling during the month.

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

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

**CARRIED**

2. Waterworks Report – January and February 2016

David Unrau provided an overview of the monthly waterworks reports for January and February as submitted by OCWA. Mr. Unrau reported that in January, OCWA completed work orders, conducted preventative maintenance, three watermain tie-ins and provided coordination of capital projects. In February, Mr. Unrau noted the capital work on the clear wells and backwash project as well as the flushing of the sanitary sewers and the use of the camera scope.

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

That the Waterworks monthly reports for January and February be accepted as information.

**CARRIED**

3. Capital Projects Update – March 2016

David Unrau provided an overview of the monthly report. Mr. Unrau reported that four tendered projects had been awarded. Mr. Unrau reported that the Ministry of the Environment and Climate Change (MOECC) completed their 2015-2016

inspection of the Petawawa Drinking Water system on March 3, 2016 and found the Town was compliant with provincial legislation as well as conformant with drinking water policies and guidelines. The MOECC inspection report cited no required actions or recommended actions and indicated an inspection rating of 100%. Mr. Unrau also confirmed that road condition assessment would be included for consideration in the 2016 budget process.

**MOVED BY: Gary Serviss**  
**SECONDED BY: James Carmody**

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

**CARRIED**

4. PW-06-2016 – Request to erect oversized stop sign at Black Bay and Petawawa Boulevard

David Unrau provided an overview of the report. Mr. Unrau reported that the County of Renfrew had received a request from the Petawawa Police Services Board, via the Town, to erect an oversized stop sign with flashing light at the intersection of Black Bay Road and Petawawa Boulevard. The County has no objection to installing the oversized stop sign, and stop ahead sign, but requests further information on collision history to determine the viability of the flashing light.

Ms. Lemay discussed implementing proactive safety measures in order to prevent future incidents or accidents. Councillor Lemay discussed the lack of street lights and night visibility at that intersection and motioned that Council request the County move forward with installing a flashing red light.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Murray Rutz**

That Council requests the County of Renfrew proceed with installation of a stop ahead sign, oversized stop sign and flashing red light at the intersection of Black Bay Road and Petawawa Boulevard.

**CARRIED**

5. PW-07-2016 – Petawawa Water System and Water Pollution Control Plant 2015 Annual Reports

David Unrau, Director of Public Works, presented the 2015 annual reports for the Petawawa Water System and Water Pollution Control Plant. Mr. Unrau reviewed the water report indicating it is published in accordance with Schedule 22 of Ontario's Safe Drinking Water Act Regulation 170/03 for, January 1, 2015 to December 31, 2015. The report contains a distribution/work summary, the summary of community complaints/service forms as well as a summary of the quantities and flow rates of the water, including average monthly and daily

maximum flows along with a comparative annual chart for the reporting year. The report documents annual and preventative flushing measures and sampling results.

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

That the Petawawa Drinking Water System 2015 Annual Report be accepted as presented.

**CARRIED**

Councillor Theresa Sabourin departed the meeting at 7:44 p.m.

David Unrau reviewed the Water Pollution Control Plan report noting the summary of capacity tables, identified operational issues, corrective measures, and compliance inspection by the MOECC, work/maintenance orders, community complaints and work order summaries.

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

That the Petawawa Water Pollution Control Plant 2015 Annual Report be accepted as presented.

**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 7:50 p.m.



Clerk