

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE

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

Also Present: **Daniel Scissons** **Dawn Recoskie**
 Christine Mitchell **David Unrau**
 Wayne Bando **Rudy Kadlec**

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

PRESENTATIONS

There were no presentations.

PLANNING AND DEVELOPMENT

1. Activity Report – August 2019

Christine Mitchell, Economic Development Officer, provided an overview of the monthly report. Ms. Mitchell reported the Zoning By-law Amendment for VIMCO is in full force and effect and the site plan has been sent to the solicitor for registration and transfer. Ms. Mitchell also highlighted the activities of the Petawawa Business Advisory Network (PBAN) and the upcoming Petawawa Ramble event.

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

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

CARRIED

2. Building Activity Report – August 2019

Christine Mitchell presented the monthly report.

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

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

CARRIED

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

Received for information.

PUBLIC WORKS

1. Monthly Report – September 2019

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau highlighted capital projects to-date, asset management, and special projects. Mr. Unrau noted the John Street reconstruction project is complete, the sidewalk unit has been delivered and is ready for winter, the sand dome is on schedule, and the paving of the Algonquin Trail twin is complete.

MOVED BY: Gary Serviss
SECONDED BY: Theresa Sabourin

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

CARRIED

2. Water and Wastewater Monthly Report – July 2019

David Unrau provided an overview of the report submitted by OCWA. Mr. Unrau highlighted the compliance of both legislative and health and safety regulations noted in the July report.

MOVED BY: Gary Serviss
SECONDED BY: James Carmody

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

CARRIED

3. PW-21-2019 – GPS System for Vehicles

David Unrau provided an overview of the report. Mr. Unrau reported the agreement between Frank Cowan Company (FCC) and current GPS provider Operasoft expires on October 1, 2019. FCC has recently partnered instead with the Canadian AVL provider Viaesys to provide digital records which will increase operational efficiencies by providing real time data at the touch of a button. The electronic records can also be used in the defense of municipal road claims, which contributes to the reduction of litigation costs.

Mr. Unrau listed several advantages by switching to Viaesys, noting the GPS system provides tracking records for sand and salt application, plowing, road patrols linked to a dash camera, email notification of daily vehicle logs, automatic patrol records, and incident and accident reports.

The cost for hardware and installation is \$10,150.00 + HST in addition to a \$981.00 + HST monthly fee for the 15 GPS units and 2 AVL Genius tablets. FCC has offered to cover \$5,000.00 towards the hardware and installation for municipalities that wish to switch to Viaesys.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That Council approves the purchase of a new GPS System for the Public Works fleet from Viaesys in the amount of \$10,150.00 + HST, of which the Town of Petawawa will be responsible for the payment of \$5,150.00 + HST and Frank Cowan Company will be responsible for the payment of \$5,000.00 + HST.

CARRIED

4. PW-22-2019 – By-law to Allow Certain Bicycles on Sidewalks and Multi-Use Pathways (MUP's)

David Unrau provided an overview of the report. Mr. Unrau reported recommendation #2, contained within the Petawawa Active Transportation Plan, recommended the following: “that relevant policies and by-laws should be updated to prohibit cyclists from riding and/or parking bicycles on sidewalks with the exception of youth (i.e. children 12 years and under) with an accompanying parent”. Mr. Unrau indicated the wording contained in the recommendation may be too restrictive, as children 12 years old can operate their bicycles without the accompaniment of a parent, but it would still be safer for children to develop their skills to handle themselves safely in traffic on the sidewalk first, prior to riding their bicycles on the side of the road. All bicyclists in general will be permitted to travel on multi-use pathways. Staff will prepare a by-law with appropriate wording to identify sidewalks and multi-use pathways and define who is permitted to travel on sidewalks with their bicycles.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

That Council approves the creation of a by-law to allow the use of bicycles on sidewalks under certain parameters.

CARRIED

5. Public Works Budget Report

Received for information.

6. Sewage System Budget Report

Received for information.

7. Waterworks Budget Report

Received for information.

GENERAL MATTERS

1. ADMIN-29-2019 – Introduction of Online Pet Tagging Registration

Dawn Recoskie, Deputy Clerk, provided an overview of the report. Ms. Recoskie reported to Council that staff is currently investigating moving to an online pet tagging registration process in order to improve customer service and convenience, increase efficiency, improve compliance, and reduce labour costs. As with online voting, the online pet tagging process will be more convenient for many residents and would appeal to snowbirds, members of the military, commuters, shift-workers, and persons with disabilities, as the online pet tagging process can be accessed virtually anywhere through the use of a personal computer, smart phone or tablet, so long as there is an internet connection. Also by moving to the online process, pet tags will now be sold on a 365 day basis as opposed to the calendar year; meaning no matter when you purchase your pet tag, your tag is valid for 365 days and does not expire on December 31st.

Staff is proposing to move forward with the online registration on the first business day in January 2020. In order to accomplish this change, staff is requesting that Council suspends the current pet tagging process for the sale of 2020 pet tags and is requesting the 2020 pet tag renewal date be moved from December 31, 2019 to February 28, 2020, with the pet tag renewal rate doubling on the first business day in March 2020. This will give staff the opportunity to communicate the new online pet tagging registration process to our residents.

MOVED BY: Theresa Sabourin

SECONDED BY: Murray Rutz

That Council suspends the current pet tagging process for the sale of 2020 pet tags and approves the draft Schedule “A” to By-law 174/01 as presented.

CARRIED

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Tom Mohns

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:18 p.m.

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

Clerk