

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**
 Karen Cronier **David Unrau**
 Peter Simcisko **Wayne Bando**
 Joe McDonald **Karl Green**
 Rudy Kadlec

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

PRESENTATIONS

1. Building Permit and Planning Application Fees Review – Peter Simcisko, Manager, Watson & Associates Economists Ltd.

Peter Simcisko, Manager with Watson & Associates Economists Ltd., provided an overview of the building permit and planning application fees review which conforms with legislation and is defensible; balances the Town's need to maximize cost recovery with stakeholder interests, affordability and competitiveness; reflects industry best practices; and recommends fee structure improvements to provide for reasonable full cost recovery.

Mr. Simcisko explained current cost recovery for building and planning sits at only 31%; by implementing the proposed building and planning permit fees, cost recovery could be increased to between 73% and 77%. Mr. Simcisko noted the difference in the cost recovery amount is being subsidized from property taxes paid to the Town, as opposed to the developers through the payment of permit fees.

Mr. Simcisko then outlined the next steps moving forward: receive input on the proposed fee recommendations from Council; present final fee recommendations and undertake statutory Public Meeting on November 18, 2019; Council approval of proposed building permit and planning application fee recommendations in December; with the proposed changes to fees being effective on January 1, 2020.

Mayor Bob Sweet thanked Mr. Simcisko for his thorough presentation. Mayor Sweet requested members of Council provide their input regarding the proposed fee recommendations by November 8, 2019.

PLANNING AND DEVELOPMENT

1. Activity Report – September 2019

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted the various site plan applications, zoning by-law amendments, and active subdivisions. Ms. Cronier recognized the coordination of the Sounds of Business Event Series, by Christine Mitchell, Economic Development Officer, which will occur in 2020.

MOVED BY: Theresa Sabourin

SECONDED BY: Murray Rutz

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

CARRIED

2. Building Activity Report – September 2019

Karen Cronier presented the monthly report.

MOVED BY: Gary Serviss

SECONDED BY: Matthew McLean

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

CARRIED

3. PL-19-19 – After Action Report-Flood Event 2019

Karen Cronier presented the After Action Report, explaining the purpose of the report is to analyze the management or response to an incident, exercise or event by identifying strengths to be maintained and built upon, as well as identifying potential areas of improvement. This report provides a comprehensive account of the Flood Event of 2019. Ms. Cronier noted the report has been submitted to the Office of the Fire Marshal and Emergency Management Ontario for their review and determination if the Town of Petawawa may be exempt from the annual emergency exercise requirement, considering the Town's response to the actual flood emergency experienced.

MOVED BY: James Carmody

SECONDED BY: Theresa Sabourin

That the After Action Report, which provides a comprehensive account of the Flood Event of 2019, be received for information.

CARRIED

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

Received for information.

PUBLIC WORKS

1. Monthly Report – October 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 Black Bay Road reconstruction project has been completed, the asphalt paving of the twinned portion of the Algonquin Trail from Murphy Road to Portage Road has been completed, the new sidewalk unit has been received, and the new tandem plow will be delivered mid-November.

MOVED BY: James Carmody

SECONDED BY: Murray Rutz

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

CARRIED

2. Water and Wastewater Monthly Report – September 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 September report.

MOVED BY: Theresa Sabourin

SECONDED BY: Gary Serviss

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

CARRIED

3. PW-25-2019 – Municipal Parking Lot

David Unrau provided an overview of the report. Mr. Unrau explained the resurfacing of the municipal parking lot was budgeted for in 2019 at an estimated cost of \$70,000. While completing the design process for the parking lot, several issues could not be corrected by a simple scope project and several elements were added to make a complete solution, such as an underground storm drainage system, installation of concrete curbs, and connecting the parking lot to the Victoria Street sidewalk and the entrance to Centennial Park next to the Fire Hall, among other items. The revised cost for the project is estimated at \$195,000. The project will be included in the 2020 budget and any unspent funds from 2019 will be placed in reserves for 2020.

MOVED BY: Matthew McLean
SECONDED BY: James Carmody

That Report PW-25-2019 be received for information.

CARRIED

4. Public Works Budget Report

Received for information.

5. Sewage System Budget Report

Received for information.

6. Waterworks Budget Report

Received for information.

GENERAL MATTERS

There was nothing to report.

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 7:48 p.m.



Clerk