

6:30 p.m.

October 26, 2020

TOWN OF PETAWAWA

COUNCIL-IN-COMMITTEE
ELECTRONIC MEETING

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**
 David Unrau **Karen Cronier**
 Christine Mitchell **Indra Maharjan**
 Ashwani Kumar (6:34 p.m.) **Jane Ho (6:40 p.m.)**

This meeting was held virtually using Zoom Video Communications; it was aired live on the Town's YouTube Channel and recorded for future viewership. The only participants physically present in the Council Chambers included Mayor Bob Sweet; Daniel Scissons, CAO/Clerk; and Dawn Recoskie, Deputy Clerk.

The Council-in-Committee meeting was opened by the Mayor at 6:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

In accordance with Section 5(1) of the *Municipal Conflict of Interest Act*, R.S.O. 1990, c.M.50., as amended, where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

1. Declaration #2020-02

Mayor Bob Sweet declared a potential deemed indirect pecuniary interest with respect to the Petawawa WPCP Net Zero Project Update presentation, as his son is employed by OCWA.

PRESENTATIONS

At this point, 6:31 p.m., Mayor Bob Sweet vacated the Chair and placed his microphone on mute due to this declared pecuniary interest. Deputy Mayor Serviss took the Chair.

1. Petawawa WPCP Net Zero Project Update – OCWA and Anaergia – Indra Maharjan, Ontario Clean Water Agency

Mr. Indra Maharjan, Director, Innovation, Technology and Alternate Delivery, Ontario Clean Water Agency (OCWA), and Mr. Ashwani Kumar, Managing Director, Anaergia Inc., provided an update regarding the proposed Waste Water Treatment Plant (WWTP) [also known as Water Pollution Control Plant (WPCP)] Net Zero Project. Mr. Maharjan outlined phase one and phase two of the proposed project. Phase one includes upgrades to existing digesters to co-digest biosolids and external food waste to produce renewable energy, and the installation of Combined Heat and Power (CHP) Engine to produce electricity to offset plant electrical demand. Phase one is anticipated to be completed by April 2022. Phase two will involve augmenting the digestate management with dewatering to reduce digestate loadout volume; implementing side-stream management system to treat filtrate generated from dewatering; and exploring options for additional beneficial use of excess biogas.

Mr. Maharjan outlined the project risks including: technical; traffic and odour; approvals and off-take; financial; and operations. The proposed budget for this project is approximately \$7 million. The Town has already secured a grant from the Low Carbon Economy Challenge Fund program in the amount of \$2.7 million; OCWA is prepared to commit \$1 million to the project; Anaergia is prepared to commit \$2-\$4 million to the project; with the Town being responsible for an additional \$1 million for the project. It was noted that if the Town does not proceed with the Net Zero Project, the Town will still need to spend between \$750,000 to \$1 million regardless, to meet the Technical Standards and Safety Authority (TSSA) requirements to upgrade the digester. If the Town proceeds with the Net Zero Project, the cost of the TSSA upgrade requirements to the digester has already been included in the \$7 million estimate, and the digester upgrades will be completed along with the rest of the Net Zero Project.

The next step for the Net Zero Project, if Council provides authorization, is to conduct public consultation; two public meetings will be required. The first meeting could be held as early as January 2021.

Discussion then occurred between members of Council and the presenters regarding: revenue sharing; return on investment; the technology's ability to function in the winter months; Council's control over the direction of the project; and how the project will be administered once completed.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That Council provides direction to staff and Ontario Clean Water Agency (OCWA) to:

- Proceed with public consultations;

- Submit Renewable Energy Approval (REA) application to the Ministry of the Environment, Conservation and Parks (MECP);
- Sign non-binding Memorandum of Understanding (MOU) with Organics suppliers and other project partners as required; and
- Update Low Carbon Economy Challenge Fund (LCEF) agreement with revised schedule.

CARRIED

Deputy Mayor Serviss thanked Mr. Maharjan and Mr. Kumar for their thorough presentation and project update to Council.

At this point, 7:57 p.m., Mayor Bob Sweet unmuted his microphone and took the Chair.

PUBLIC WORKS

1. Monthly Report – October 2020

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.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

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

CARRIED

2. PW-20-2020 – Town of Petawawa 2020 Asset Management Plan

David Unrau provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Gary Serviss

That Council receives the 2020 Asset Management Plan for information.

CARRIED

3. PW-21-2020 – Proposed Roundabout at Doran Road/Petawawa Boulevard/Mohns Avenue

David Unrau provided an overview of the report.

MOVED BY: James Carmody
SECONDED BY: Murray Rutz

That Council approves the recommendation from the County of Renfrew and AECOM to install a roundabout at Doran Road/Petawawa Boulevard/Mohns Avenue.

CARRIED

4. Public Works Budget Report

Received for information.

5. Sewage System Budget Report

Received for information.

6. Waterworks Budget Report

Received for information.

PLANNING AND DEVELOPMENT

1. Activity Report – September 2020

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted the active subdivisions, proposed zoning by-law amendments, and site plan applications.

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

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

CARRIED

2. Building Activity Report – September 2020

Karen Cronier presented the monthly report.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

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

CARRIED

3. PL-24-2020 – Consent Files B27/20 to B30/20, Colleen and Dugan Hawkins, Part Lot 15, Concession 1, Barron Canyon and Priebe Road

Karen Cronier provided an overview of the report. Ms. Cronier explained the purpose and effect of the application is to sever four residential lots with a frontage of 60 metres (197 feet) and a minimum lot area of 0.4 hectares (1 acre) in size. The proposed severances are designated Rural under the Official Plan and are zoned Rural (RU) under the Zoning By-law. The retained parcel is designated Rural and Environmental Protection and zoned Rural (RU). Two of the severances are proposed to front onto Barron Canyon Road, which is a County road, and two severances are proposed to front onto Priebe Road, which is a Town road.

MOVED BY: Murray Rutz
SECONDED BY: Tom Mohns

That Council supports the granting of Consent Files B27/20, B28/20, B29/20 and B30/20 on the following conditions:

- 1) That the barn on the retained lands is demolished and prior to demolition the issuance of a demolition permit through Building Services is required;
- 2) A rezoning of the severed lands from Rural to Residential One (R1); and
- 3) The submission of a registered reference plan confirming lot size and frontage for each lot.

CARRIED

4. PL-25-2020 – Backyard Hens

Karen Cronier provided an overview of the report and submitted three options for consideration by Council:

Option 1 – No change. The Town Zoning By-law and Animal Control By-law would remain the same and chickens would only be permitted within Rural (RU) zones and continue to be considered a farm use requiring a minimum lot size of 5 hectares (12.35 acres).

Option 2 – Amend the Zoning By-law and Animal Control By-law. Recognize that the 5 hectares (12.35 acres) minimum lot size for the keeping and raising of chickens is more than what may be required and consider reducing the lot size to open up a number of additional residential lots within the rural unserved area of Town but continue to include the use as farm related.

Option 3 – Public Consultation. In order to gauge the interest in the keeping of backyard hens, Council authorizes staff to create a public consultation process to determine where the support for this use exists within the Town's residential zones.

Consultation is required prior to the adoption of an Official Plan Amendment, Zoning By-law Amendment and amendments to the Animal Control By-law.

MOVED BY: Tom Mohns
SECONDED BY: Gary Serviss

That Council provides direction to staff to proceed with Option 2 as presented in Report PL-25-2020.

CARRIED

5. ED-03-2020 – Community Improvement Plan (CIP)

Christine Mitchell, Economic Development Officer, provided an overview of the report. Ms. Mitchell explained a Community Improvement Plan (CIP) provides municipalities with a structured document in accordance with Section 28 of the *Planning Act* that defines and enables incentive programs intended to revitalize the community, improve the quality of life for the businesses and community residents, better utilize underdeveloped properties and promote private investment in land and buildings. CIP's are a municipal tool through which financial incentives are made available to landowners and tenants within very defined parameters to realize identified capital projects and improve, enhance and revitalize commercial infrastructure, bringing them compliant with evolving standards and to support a collective development vision for a defined area.

MOVED BY: Theresa Sabourin
SECONDED BY: Murray Rutz

That Council supports the development of a Community Improvement Plan for Petawawa and directs staff to undertake this project in accordance with the Town's procurement by-law.

CARRIED

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

Received for information.

GENERAL MATTERS

There was nothing to report.

CLOSED MEETING

There was no closed meeting.

ADJOURNMENT

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:14 p.m.

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

Clerk