

6:30 p.m.

March 22, 2021

**TOWN OF PETAWAWA**

**COUNCIL-IN-COMMITTEE**

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

**Regrets:**                    **Councillor Matthew McLean**

**Also Present:**            **Daniel Scissons**                    **Dawn Recoskie**  
                                 **Chris Mantha**                        **Karen Cronier**  
                                 **Christine Mitchell (7:01 p.m.)**

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

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**PRESENTATIONS**

There were no presentations.

**PUBLIC WORKS**

1.     Monthly Report – March 2021

Chris Mantha, Manager of Public Works, provided an overview of the monthly report. Mr. Mantha highlighted winter control operations and budget performance to-date.

**MOVED BY:**            **Murray Rutz**  
**SECONDED BY:**    **Theresa Sabourin**

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

**CARRIED**

2.     PW-03-2021 – Award of Tender PW-03-2021, For the Supply and Delivery of One (1) 4x4 Pick-Up Truck with Extended Cab and 6.5 Foot Cargo Box and One (1) 4x4 Pick-Up Truck with Crew Cab and 6.5 Foot Cargo Box

Chris Mantha provided an overview of the report.

**MOVED BY: Tom Mohns**  
**SECONDED BY: James Carmody**

That Council approves the award of Tender PW-03-2021, for the Supply and Delivery of One (1) 4x4 Pick-Up Truck with Extended Cab and 6.5 Foot Cargo Box and One (1) 4x4 Pick-Up Truck with Crew Cab and 6.5 Foot Cargo Box to Urban Ford Sales Ltd. in the amount of \$81,826.10 + Air Conditioning Tax and HST.

**CARRIED**

3. PW-04-2021 – Award of Tender PW-04-2021, For the Supply and Delivery of Line Painting Services for 2021 and 2022

Chris Mantha presented the report.

**MOVED BY: Gary Serviss**  
**SECONDED BY: Theresa Sabourin**

That Council approves the award of Tender PW-04-2021, for the Supply and Delivery of Line Painting Services for 2021 and 2022 to Acculines & Signs Inc. in the amount of \$25,970.00 + HST.

**CARRIED**

4. PW-05-2021 – Award of Tender PW-05-2021, Supply and Delivery of One (1) New 2021 Backhoe Loader

Chris Mantha presented the report.

**MOVED BY: Tom Mohns**  
**SECONDED BY: Murray Rutz**

That Council approves the award of Tender PW-05-2021 – Supply and Delivery of One (1) New 2021 Backhoe Loader to J.R. Brisson Equipment Ltd. in the amount of \$128,377.00 + HST.

**CARRIED**

5. PW-06-2021 – Award of Tender PW-06-2021, Concrete Works

Chris Mantha presented the report.

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

That Council approves the award of Tender PW-06-2021 – Concrete Works to H & H Construction Inc. in the amount of \$74,475.00 + HST.

**CARRIED**

6. PW-07-2021 – Award of Tender PW-07-2021, Hot Mix Asphalt and Biesenthal Road

Chris Mantha presented the report.

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

That Council approves the award of Tender PW-07-2021 – Hot Mix Asphalt and Biesenthal Road to H & H Construction Inc. in the amount of \$302,731.33 + HST.

**CARRIED**

7. PW-08-2021 – Petawawa Drinking Water System 2020 Annual Report

Chris Mantha presented the annual report for the Petawawa Drinking Water System as prepared by OCWA. This report is published in accordance with Schedule 22 of Ontario Regulation 170/03 under the Safe Drinking Water Act for January 1 to December 31, 2020.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Tom Mohns**

That the Petawawa Drinking Water System 2020 Annual Report be accepted as presented.

**CARRIED**

8. PW-09-2021 – Update to Council on Asset Management Plan, Transportation Road Only

Daniel Scissons, CAO/Clerk, provided an overview of the report. Mr. Scissons explained the requirement under Ontario Regulation 588/17 Section 9 will be for Council to complete an annual review of its comprehensive asset management plan, including the municipality's progress in implementing its plan. This preliminary report was received for information.

9. Public Works Budget Report

Received for information.

10. Sewage System Budget Report

Received for information.

11. Waterworks Budget Report

Received for information.

## **PLANNING AND DEVELOPMENT**

### 1. Activity Report – February 2021

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: Theresa Sabourin**  
**SECONDED BY: Gary Serviss**

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

**CARRIED**

### 2. Building Activity Report – February 2021

Karen Cronier presented the monthly report.

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

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

**CARRIED**

### 3. PL-05-2021 – Request for Extension to Draft Plan Approval, Shamesse Subdivision

Karen Cronier presented the report.

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

That Council supports the extension of Draft Approval for the Shamesse Subdivision.

**CARRIED**

### 4. PL-06-2021 – Approval of E-Permitting and Inspection Software (Cloudpermit)

Karen Cronier provided an overview of the report.

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

That Council authorizes the purchase and implementation of Cloudpermit Electronic Permit and Inspection Software for the Planning and Development Department – Building Services.

**CARRIED**

5. ED-01-2021 – Award of Community Improvement Plan (CIP) RFP

Christine Mitchell, Economic Development Officer, provided an overview of the report.

**MOVED BY: Theresa Sabourin**

**SECONDED BY: Gary Serviss**

That Council approves the award of RFP #ED-02-2021, Community Improvement Plan to WSP in the amount of \$29,867.50 + HST.

**CARRIED**

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

Received for information.

**GENERAL MATTERS**

There was nothing to report.

**CLOSED MEETING**

**MOVED BY: Tom Mohns**

**SECONDED BY: Murray Rutz**

That the meeting be closed pursuant to Section 239 (2) (c) of the Municipal Act, S.O. 2001, c.25 to discuss a proposed or pending acquisition or disposition of land by the municipality or local board, as follows:

- To discuss two offers to purchase land in the Industrial Park; and
- To discuss a pending acquisition of land by the municipality, regarding property on Norman Street.

**CARRIED**

Council went into closed session at 7:27 p.m.

Council reconvened to open session at 8:19 p.m.

**BUSINESS ARISING FROM CLOSED SESSION**

A closed meeting was held. Council discussed two offers to purchase land in the Industrial Park and a pending acquisition of land on Norman Street. Direction was provided to the CAO/Clerk. There is nothing further to report.

**ADJOURNMENT**

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Gary Serviss**

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:20 p.m.

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

Clerk