



Town of Petawawa

Council-In-Committee Electronic Meeting Minutes July 12, 2021 at 6:30 p.m.

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, CAO/Clerk
Kate Bennett, Executive Assistant
Annette Mantifel, Treasurer
Craig Proulx, Deputy Fire Chief
Kelly Williams, Director of Community Services
David Unrau, Director of Public Works
Karen Cronier, Director of Planning and Development
Shawn Behnke, Combetek Multimedia

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 and Kate Bennett, Executive Assistant.

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.

Fire Department

1. Activity Report – June 2021

Deputy Fire Chief Craig Proulx provided an overview of the report. Deputy Chief Proulx reported one fire alarm, one smell of plastic burning, one carbon monoxide call, and three open air burning calls for the month of June. Fire Chief Steve Knott and Deputy Chief Proulx attended a site meeting at the Terrace Provincial Park with MNRF Fire Suppression personnel and the Park Warden to discuss the build up of deadfall and vegetation and its impact on fire risk. After an inspection of the park, it was determined that there is a low risk of fire hazard in the Terrace. The MNRF will be placing any large hanging trees on the ground to promote the park's natural environment and smaller items, such as twigs and branches, will be removed.

Moved by Murray Rutz

Seconded by James Carmody

That the Fire Department activity report for June be accepted as information.

Carried

2. Fire Protection Budget

Received for information.

Community Services

1. Activity Report – June 2021

Kelly Williams, Director of Community Services, provided an overview of the monthly report. Mr. Williams reported on the various services, programs and rental activities realized over the month. Mr. Williams provided an update on the arena floor replacement project, Petawawa Point boat launch repairs and public engagement on the Laurentian Highlands Park design. Mr. Williams highlighted the Department's support of the successful COVID-19 vaccination drive thru clinics at the Civic Centre on June 18th and 29th.

Moved by Tom Mohns

Seconded by Gary Serviss

That the Community Services monthly report for June be accepted as information.

Carried

2. Community Services Budget Report

Received for information.

Public Works

1. PW-19-2021 – Trail Wayfinding Strategy

David Unrau, Director of Public Works, provided an overview of the report. Mr. Unrau explained that development of a comprehensive wayfinding strategy had

been a recommendation in the Bicycle Friendly Communities Workshop Report. The strategy was created by WSP in collaboration with internal and external stakeholders and builds upon the Town's existing signage program. The strategy highlights the benefits and types of signs, neighbourhood greenways, supportive web programming and implementation options.

Moved by James Carmody

Seconded by Theresa Sabourin

That Council approves the adoption of the Town of Petawawa Trail Wayfinding Strategy dated June 2021 and directs staff to implement Phase 1 (pilot).

Carried

2. PW-20-2021 – Request for Exemption to Noise By-law 368/06

David Unrau provided an overview of the report.

Moved by Tom Mohns

Seconded by Matthew McLean

That Council approves the request from H&H Construction Inc. for an exemption to the Noise By-law 368/06 to conduct paving works on Petawawa Boulevard, between 3:00 a.m. and 10:00 p.m., beginning July 13, 2021 for approximately four (4) days.

Carried

3. Public Works Budget Report

Received for information.

4. Sewage System Budget Report

Received for information.

5. Waterworks Budget Report

Received for information.

Planning and Development

1. Activity Report – June 2021

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted the active subdivisions, zoning by-law amendments, and site plan applications. Ms. Cronier advised that the building permit for the day care addition to Herman Street Public School had been issued.

Moved by James Carmody

Seconded by Theresa Sabourin

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

Carried

2. PL-14-2021 – Town Centre Subdivision Application, 96 Townhouse Development, Part of Lot 23, Concession 6, being Part of Block 1, Plan 49M-68

Karen Cronier provided an overview of the report. Ms. Cronier explained an application for a Draft Plan of Subdivision, Official Plan Amendment and a Zoning By-law Amendment has been submitted to the Town by Jp2g Consultants Inc. on behalf of 1758847 Ontario Ltd. The development proposes a 23 block subdivision which is to include a parkland block, stormwater management block as well as several 0.3 metre reserves. A total of 96 townhouse units are proposed.

A joint public meeting with the County of Renfrew is to be held on August 3, 2021 for the Draft Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment applications. The report was received for information.

3. PL-15-2021 – Consent Application Efficiencies, New County Process

Karen Cronier provided an overview of the report. Ms. Cronier explained the County of Renfrew is the final approval authority for the division of land within the Town of Petawawa. The Development and Property Department is interested in implementing a change in the way that consent applications are managed in order to create a more streamlined and efficient process. The County's recommended new procedure would include the following:

- Upon receipt of a consent application the Secretary Treasurer of the Land Division Committee would circulate directly to the Director of Planning and Development. This circulation would be completed even before the preparation of the County planning report.
- The Director of Planning and Development in turn would circulate the consent application internally to Town departments that may be impacted by the proposal. Generally, this would include Public Works and Building Official Services.
- Upon receiving comments back from Town staff, the Director of Planning and Development would complete the Municipal Report Form and forward comments and conditions directly to County Land Division.

Moved by James Carmody

Seconded by Murray Rutz

That Council supports the streamlining of the consent application approval process which delegates the Director of Planning and Development to provide comments and conditions for consent applications directly to the County of Renfrew Land Division Committee.

Carried

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

Finance and Management

1. Accounts Payable – June 2021

Annette Mantifel, Treasurer, presented the report.

Moved by Theresa Sabourin

Seconded by Matthew McLean

That the general cheque #'s 34676 to 34855 in the amount of \$4,957,287.01 be passed by Council and paid by the Treasurer.

Carried

2. ADMIN-13-2021 – Animal Control/By-law Enforcement Activity Report-June 2021

Daniel Scissons, CAO/Clerk, provided an overview of the monthly report.

Moved by Gary Serviss

Seconded by Tom Mohns

That the Animal Control/By-law Enforcement monthly report for June be accepted as information.

Carried

3. Budget Reports (Administration, Animal Control/By-law Enforcement, and Council)

Received for information.

General Matters

There was nothing to report.

Closed Meeting

There was no closed meeting.

Adjournment

Moved by James Carmody

Seconded by Murray Rutz

That the meeting be adjourned.

Carried

The meeting adjourned at 8:13 p.m.

Signature of the Clerk (Original Signed)