



**Town of Petawawa**

**Regular Meeting of Council Minutes**

**August 3, 2021 at 6:30 p.m.**

**Petawawa Civic Centre**

**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  
Dawn Recoskie, Deputy Clerk  
Karen Cronier, Director of Planning and Development  
Forbes Symon, Senior Planner, Jp2g Consultants Inc.  
Brad Clouthier  
Mitchell Mattucci  
Vicki Alexopoulos  
Cy Steele  
Wayne Bando  
Lindsey Bennett  
Alex Benzie  
Nicole Aulenbach  
Jen Budarick  
Kim Rathier  
Luka Rathier  
Dan Daley  
Kerry Daley  
Insung Choi  
Dan Arsenault

Patricia LeBoeuf, Petawawa Post  
Shawn Behnke, Combetek Multimedia

**Call to Order** (Moment of Silent Reflection)

The Mayor called the meeting to order at 6:31 p.m.

**Approval of Agenda**

Resolution #1

**Moved by Murray Rutz**

**Seconded by James Carmody**

That the agenda for the August 3, 2021 regular meeting of Council be adopted.

**Carried**

**Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**Approval of Minutes**

1. Council Meeting (July 19, 2021)

Resolution #2

**Moved by Theresa Sabourin**

**Seconded by Gary Serviss**

That the minutes of the regular electronic meeting of Council held July 19, 2021 be approved as printed and circulated.

**Carried**

**Public Meeting**

1. Plan of Subdivision, Official Plan Amendment, and Zoning By-law Amendment-Town Centre Subdivision Application, 96 Townhouse Development, Part of Lot 23, Concession 6, being Part of Block 1, Plan 49M-68

The Public Meeting was opened by the Mayor at 6:33 p.m. Karen Cronier, Director of Planning and Development, advised that the joint Notice of Application and Public Meeting had been provided as required under the Planning Act.

Ms. Cronier explained the public meeting is being held to inform the public of a proposed plan of subdivision, official plan amendment and zoning by-law amendment to allow the plan of subdivision to proceed. The proposed plan of subdivision consists of 4.711 hectares (11.64 acres) of land to be developed to permit a proposed residential plan of subdivision consisting of 96 townhouse units. The lots will have frontage on a new public street connecting to Town Centre Boulevard. There are 16 residential blocks, one (1) block for parkland,

one (1) block for stormwater management, and four (4) blocks that are for 0.3 metre reserves.

Ms. Cronier explained the purpose and effect of the proposed official plan amendment is to re-designate the 4.711 hectare (11.64 acre) property from Commercial to Residential to permit a proposed residential plan of subdivision consisting of 96 townhouse units. The purpose and effect of the proposed zoning by-law amendment is to rezone the same property from Commercial-holding (C-h) to Residential Three-holding (R3-h) to permit the residential plan of subdivision.

Ms. Cronier advised written submissions were received from Hydro One, Bell Canada, and Telus Mobility; each had no comments or concerns regarding the application. Enbridge Gas Inc. does not object to the proposed application(s); however, they reserve the right to amend or remove development conditions. Canada Post requires further information regarding the proposed dwellings, and County of Renfrew GIS Technician will provide more detailed comments and/or conditions following a more thorough review of the application(s). Ms. Cronier advised residents from Chad Street are concerned about the removal of trees from the proposed subdivision lands. A resident is concerned about a “traffic issue” noting the location of entrances in relation to the Town Centre Boulevard/Canadian Forces Drive intersection. Other concerns provided by residents include: is there adequate parking proposed for the townhouse development; will there be an issue with drainage based on the slope from the adjacent townhomes and the new development; will a maintenance free type of fence be provided; is the development truly considered affordable; and will this development set a precedent and allow for the adjacent commercial land to be developed as residential as well.

Ms. Cronier then explained the appeal process to those present.

Mayor Sweet asked to hear comments from members of the public. Mr. Forbes Symon, Senior Planner with Jp2g Consultants Inc., representing the applicant 1758847 Ontario Inc., spoke in favour of the plan of subdivision, official plan amendment, and zoning by-law amendment for the proposed Town Centre Subdivision. Mr. Symon explained under the current commercial zoning the applicant could construct a four storey apartment building without having to conduct a public meeting, as an apartment building is already a permitted use in a commercial zone. The applicant wishes to construct townhouses instead, to be compatible with the other neighbouring townhouse units on Winston Avenue, William Thomas Drive, and Chad Street. Mr. Symon explained the development of the subdivision would not accommodate keeping the current trees in place as many would be damaged and not recover; the applicant plans to landscape and

fence the development to the satisfaction of the Town of Petawawa. The development is also following engineering best practices with the location of the entrances to the subdivision being designed as T-intersections. Mr. Symon further explained each lot has been oversized to accommodate four (4) parking spaces, one (1) in the garage and three (3) in the driveway. A stormwater management plan will be prepared and research is currently underway to identify a low maintenance fencing material. Mr. Symon also explained each land use planning application is reviewed on its own merit and this change from commercial to residential would not be precedent setting.

Petawawa resident Mitch Mattucci addressed Council outlining the concerns from residents of Chad Street regarding the existing trees and their potential removal. Mr. Mattucci advised the petition to keep the urban forest buffer under subdivision application 47-T-21003 has 61 signatures so far. The residents of Chad Street are not opposed to the proposed plan of subdivision but rather they are opposed to the complete elimination of the green space located east behind the homes of Chad Street, William Thomas Drive, and Winston Avenue. Mr. Mattucci suggested the removal of the green space is inconsistent with the following portions of the Town's Official Plan: section 1.2, objective 9.2.5.5, and urban forest policy 18.2.25. Mr. Mattucci suggested the tree line should be considered as a low maintenance fencing option. The residents of Chad Street propose the Town supports the protection of the environmentally sensitive green space between the existing townhouses and the proposed subdivision lands, and that the current proposal be amended to designate open space, comply with the urban forest policy, require a tree inventory report, and engage with local residents on the amended site-plan proposal.

Petawawa resident Vicki Alexopoulos addressed Council and echoed Mr. Mattucci's comments and concerns regarding the removal of the green space. Ms. Alexopoulos noted some of the trees that were planted on Chad Street, as part of the then subdivision agreement, have perished as the trees weren't indigenous to the Petawawa area, whereas the trees growing in the existing green space are indigenous to this area. Ms. Alexopoulos requested Council consider amending the subdivision proposal to protect the existing green space.

Mayor Sweet then asked to hear comments from members of Council. Council discussed the need to balance green space with development, noting the existing green space will need to be removed for the development to proceed as the trees will get damaged by the development and expire; new trees will be planted and parkland will also be provided by the developer. Council discussed the current zoning for the property which allows for the construction of apartment buildings and commercial buildings, without the need to change the designation of the

property. Council suggested to the residents that the proposed townhouse units would be compatible with the existing townhouse units on Chad Street, Winston Avenue, and William Thomas Drive. Council will be considering the adoption of the Official Plan Amendment at tonight's meeting of Council; if adopted the amendment will establish the principle of development and the zoning would be passed as a condition of draft approval for the plan of subdivision.

Mayor Sweet thanked Mr. Mattucci and Ms. Alexopoulos for their respectful presentations to Council. Mayor Sweet indicated further analysis and review of the subdivision application will be conducted and a staff report will come forward at a future meeting containing recommendations and comments, including draft conditions. This report will be made available to those interested parties (residents, public bodies etc.).

Mayor Sweet declared the Public Meeting closed at 7:24 p.m.

### **Presentations**

There were no presentations.

### **By-laws**

1. By-law 1421/21 – being a by-law to adopt a Winter Control Policy

Resolution #3

**Moved by Gary Serviss**

**Seconded by Murray Rutz**

That By-law 1421/21, being a by-law to adopt a Winter Control Policy, be read a first and second time.

**Carried**

Resolution #4

**Moved by Tom Mohns**

**Seconded by James Carmody**

That By-law 1421/21 be read a third time and passed.

**Carried**

2. By-law 1422/21 – being a by-law for the conveyance of land owned by the Municipality to Kevin Holm (SafeGuard Electric)

Report PL-16-2021 – Declaration of Surplus Lands, industrial Park, Kevin Holm (SafeGuard Electric)

Karen Cronier, Director of Planning and Development, provided an overview of report PL-16-2021. Ms. Cronier reported that the notification for the declaration of surplus lands was conducted in accordance with By-law 238/03. The Deputy

Clerk did not receive any public comments regarding the declaration of surplus lands.

Resolution #5

**Moved by Theresa Sabourin**

**Seconded by Tom Mohns**

That Council declares Part of Lots 22 and 23, Concession 5 with an area of 0.760 hectares (1.88 acres) and described as Part of Lots 22 and 23, Concession 5, being Part 3 on Registered Reference Plan 49R-19365 surplus, to be sold to Kevin Holm (SafeGuard Electric – Contractors Shop) at a price of \$18,800.00.

**Carried**

Resolution #6

**Moved by Gary Serviss**

**Seconded by Matthew McLean**

That By-law 1422/21, being a by-law for the conveyance of land owned by the Municipality to Kevin Holm (SafeGuard Electric), be read a first and second time.

**Carried**

Resolution #7

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

That By-law 1422/21 be read a third time and passed.

**Carried**

3. By-law 1423/21 – being a by-law to adopt Official Plan Amendment No. 18 (Town Centre Subdivision Application, 96 Townhouse Development, Part of Lot 23, Concession 6, being Part of Block 1, Plan 49M-68)

Resolution #8

**Moved by James Carmody**

**Seconded by Tom Mohns**

That By-law 1423/21, being a by-law to adopt Official Plan Amendment No. 18, be read a first and second time.

**Carried**

Resolution #9

**Moved by Theresa Sabourin**

**Seconded by Matthew McLean**

That By-law 1423/21 be read a third time and passed.

**Carried**

4. By-law 1424/21 – being a by-law to authorize the execution of a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure (Investing in Canada Infrastructure Program (ICIP): COVID-19 Resilience Infrastructure Stream – Local Government Intake Stream Projects)

Resolution #10

**Moved by Gary Serviss**

**Seconded by Tom Mohns**

That By-law 1424/21, being a by-law to authorize the execution of a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure, be read a first and second time.

**Carried**

Resolution #11

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That By-law 1424/21 be read a third time and passed.

**Carried**

### **Correspondence**

There were no items of correspondence.

### **Minutes**

1. Ottawa Valley Waste Management Board (March 18, 2021)

Councillor Tom Mohns provided an overview of the recent activities of the Ottawa Valley Waste Management Board.

Resolution #12

**Moved by Tom Mohns**

**Seconded by Murray Rutz**

That the minutes of the Ottawa Valley Waste Management Board meeting held on March 18, 2021 be adopted as information.

**Carried**

2. Festival Hall Committee (March 18, 2021)

Councillor Murray Rutz provided an overview of the recent activities of the Festival Hall Committee.

Resolution #13

**Moved by Murray Rutz**

**Seconded by James Carmody**

That the minutes of the Festival Hall Committee meeting held on March 18, 2021 be adopted as information.

**Carried**

3. Petawawa Business Advisory Network (June 1, 2021)

Councillor Theresa Sabourin provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #14

**Moved by Theresa Sabourin**

**Seconded by Gary Serviss**

That the minutes of the Petawawa Business Advisory Network meeting held on June 1, 2021 be adopted as information.

**Carried**

4. Petawawa Police Services Board (June 16, 2021)

Councillor James Carmody provided an overview of the recent activities of the Petawawa Police Services Board.

Resolution #15

**Moved by James Carmody**

**Seconded by Murray Rutz**

That the minutes of the Petawawa Police Services Board meeting held on June 16, 2021 be adopted as information.

**Carried**

**Staff Reports**

1. PL-17-2021 – Site Plan Application, Kevin Holm (SafeGuard Electric), Part of Lots 22 and 23, Concession 5, being Part 3 on Registered Reference Plan 49R-19365, Industrial Avenue

Ms. Cronier explained an application for site plan approval was submitted by Jp2g Consultants Inc. on behalf of 1994054 Ontario Inc. (Kevin Holm of SafeGuard Electric) to construct a 223 m<sup>2</sup> (2,403 ft<sup>2</sup>) contractors office with vehicle bays and a 558 m<sup>2</sup> (6,000 ft<sup>2</sup>) warehouse. The proposed development includes the provision of landscaping, parking, snow storage, garbage area and private septic system. The subject property is located within the Town's Industrial Park with the lands having direct access via Industrial Avenue.

Resolution #16

**Moved by James Carmody**

**Seconded by Murray Rutz**

That Council grants final approval to the site plan for 1994054 Ontario Inc. (Kevin Holm of SafeGuard Electric) on condition the Owner enters into a site development agreement with the Town prior to any construction occurring on site.

**Carried**



2. ADMIN-14-2021 – Proposed Amendments to Parking By-law 257/2003

Dawn Recoskie, Deputy Clerk, provided an overview of the report.

Resolution #17

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That Council amends Schedule “A”, No Parking Zones, of Parking By-law 257/2003 as follows:

- Add: Leeder Lane, Inner Circle, from Leeder Lane, to Leeder Lane, anytime.
- Add: Volunteer Way, both sides, from Civic Centre Road northerly beyond Dutch Drive, to the property line separating the Petawawa Civic Centre municipal property and the Garrison Petawawa federal lands, anytime.
- Add: Herman Street Driveway Entrance/Exit to Kiddyland Park Parking Lot, both sides, from Herman Street, northerly 45 metres, anytime.
- Add: Mohns Avenue, north side, from Ethel Street, west to Willard Street, anytime.
- Amend: Herman Street, south side, from the west entrance of Laroche Crescent, westerly 157 metres, anytime.

That Council amends Schedule “B”, No Stopping Zones, of Parking By-law 257/2003 as follows:

- Delete: Mohns Avenue, north side, from Ethel Street, west to Willard Street, anytime.

**Carried**

3. ADMIN-15-2021 – Award of Tender PW-11-2021, Sale of Surplus Equipment and Vehicles

Dawn Recoskie provided an overview of the report.

Resolution #18

**Moved by Theresa Sabourin**

**Seconded by Matthew McLean**

That Council approves the sale of the surplus equipment and vehicles, as advertised through Tender PW-11-2021, as follows:

- Item #1 sold to W. Gust in the amount of \$4,318.89 + HST;
- Items #2 and #13 sold to S. Watson in the combined total amount of \$400.00 + HST;
- Item #3 sold to W. Bando in the amount of \$2,000.00 + HST;
- Item #4 sold to C. Wegner in the amount of \$208.00 + HST;

- Items #5, #10, #11, #16, #17, #18, and #19 sold to C. Quilty in the combined total amount of \$1,575.00 + HST;
- Items #6, #9, #12, and #15 sold to RGT Clouthier Construction Ltd. in the combined total amount of \$21,679.00 + HST;
- Item #7 sold to A. Weisenberg in the amount of \$37.00 + HST;
- Item #8 sold to F. Spratt in the amount of \$101.05 + HST; and
- Item #14 sold to A. Pitre in the amount of \$1,500.00 + HST.

**Carried**

### **Councillor Reports**

Deputy Mayor Gary Serviss congratulated Petawawa resident Austin Ingram on being named to Canada's Paralympic team. Austin will compete in the T13 100 metre event and the 100 metre relay in Tokyo.

Councillor Tom Mohns – nothing to report.

Councillor Theresa Sabourin reported she attended the tender openings for the four wheel drive truck on July 20<sup>th</sup> and the surplus equipment sale on July 27<sup>th</sup>.

Councillor Murray Rutz – nothing to report.

Councillor James Carmody – nothing to report.

Councillor Matthew McLean – nothing to report.

Mayor Bob Sweet – nothing to report.

### **Closed Meeting**

#### **Resolution #19**

**Moved by James Carmody**

**Seconded by Gary Serviss**

That the meeting be closed pursuant to Section 239 (2) (b) and (d) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees, and labour relations or employee negotiations regarding the recruitment process for the position of Clerk.

**Carried**

Council went into closed session at 7:56 p.m.

Council reconvened to open session at 8:27 p.m.

### **Business Arising From Closed Session**

A closed meeting was held. Council discussed the recruitment process and preferred candidate for the position of Clerk. Direction was provided to the CAO/Clerk.

Council voted on the following resolution in open session:

Resolution #20

**Moved by Tom Mohns**

**Seconded by Murray Rutz**

That pursuant to the *Municipal Act, 2001, S.O. 2001, c.25*, Section 228 (1), Council appoints Colin Howard as Clerk effective September 13, 2021.

**Carried**

**Confirming By-law**

Resolution #21

**Moved by Gary Serviss**

**Seconded by Theresa Sabourin**

That By-law 1425/21 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #22

**Moved by James Carmody**

**Seconded by Matthew McLean**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 8:30 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)