

6:30 p.m.

January 25, 2021

**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**                    **Kate Bennett**  
                                 **Karen Cronier**                    **David Unrau**  
                                 **Brian Whitehead**                    **Dustin Hoffman**  
                                 **Shawn Behnke**

**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 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.

**PLANNING AND DEVELOPMENT**

1.    Activity Report – December 2020

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier highlighted the various zoning by-law amendments, active subdivisions and one site plan application. Ms. Cronier reported that notification was received from the Office of the Fire Marshal and Emergency Management that the Town achieved full compliance with the *Emergency Management and Civil Protection Act* in 2020.

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

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

**CARRIED**

2. Building Activity Report – December 2020

Karen Cronier presented the monthly report.

**MOVED BY: James Carmody**

**SECONDED BY: Gary Serviss**

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

**CARRIED**

3. PL-01-2021 – Laurentian Highlands Subdivision Phase 2B, Lifting of Part Lot Control, Block 57 Plan 49M-89

Karen Cronier provided an overview of the report. Ms. Cronier reported the lifting of part lot control on the subject lands will enable the division of land to create parcels conveyable as separate ownerships for six townhouses.

**MOVED BY: James Carmody**

**SECONDED BY: Tom Mohns**

That Council enacts a part lot control exemption by-law with respect to Block 57 of Plan 49M-89, to expire two years from the date of its passing.

**CARRIED**

4. PL-02-2021 – Hoffman Subdivision Phase 4, Zoning By-law Amendment Application, Block 48 Plan 612

Karen Cronier provided an overview of the report. Ms. Cronier reported the original Hoffman Subdivision agreement was registered on July 15, 1996 and included four phases of development. Block 48 on Plan 612 is the fourth and final phase of the subdivision. The development of nine single detached residential lots are proposed on two parcels of land described as Parts 3 and 4 on Plan 49R-13075. Ms. Cronier reported that the original subdivision agreement remains valid but that it is not reflective of the Town's current standard form of the subdivision agreement. The preparation of a new agreement is soon to be finalized and will contain up to date engineering schedules, including works estimates and road standards, as well as insurance requirements and all other clauses necessary to address the orderly development of the subject lands.

The purpose of the rezoning is to permit nine single detached residential lots on the extension of Wilson Avenue that are to be serviced by municipal water and sewer.

Ms. Cronier reported there are five lots proposed on Part 3 of Plan 49R-13075. The lands are to be rezoned from Development-Exception One (D-E1) to Residential One-Exception Fifty-Three (R1-E53) to reduce the minimum lot frontage requirement from 18 metres to 17 metres. The minimum lot area requirements remain compliant. Part 4 of the Plan has four proposed lots to be rezoned from D-E1 to Residential One-Exception Fifty-Four (R1-E54) to reduce the minimum separation distance from an Extractive Industrial Reserve (EMR) Zone from 150 metres to 83 metres.

Brian Whitehead, Principal, Director of Planning Services for Jp2g Consultants Inc. provided an update and background on the proposed development of the fourth phase of the subdivision. Jp2g has collaborated with Town staff in addressing several planning, engineering, and environmental matters, including an impact study regarding wood turtles, an archaeology study, an aggregate impact assessment, detailed lot grading, drainage and servicing designs, parking layout adjacent to the municipal parkland and legal support on the use of part lot control for creating the proposed lots.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Matthew McLean**

That Council authorizes the Director of Planning and Development to proceed with the scheduling of a public meeting to hear the zoning by-law amendment application.

**CARRIED**

5. PL-03-2021 – Zoning By-law Amendment Application, Kevin Serre & Ashley Pardy, Part Lot 5, Concession 8

Karen Cronier provided an overview of the report. Ms. Cronier explained the purpose and effect of the zoning by-law amendment is to rezone the lands in Files B54/20, B55/20 and B56/20 from Rural (RU) to Residential One (R1) as a condition of consent. All other provisions of the Zoning By-law would apply.

A public meeting has been scheduled for February 16, 2021. The report was received for information.

## **PUBLIC WORKS**

1. Monthly Report – January 2021

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau provided an update on capital projects, noting the pavement condition index for 2020 is still under review as not all roadwork was completed. Mr. Unrau reported the new one-ton truck with dump box to replace unit 35-10 was delivered in December. Mr. Unrau provided an update on the County of Renfrew design project for the Paquette/Festubert, Portage/Victoria and Doran/Mohns intersections with Petawawa Boulevard. Detailed information from the consultant is to be available in the coming weeks. Mr. Unrau reported on a number of improvements to the Public

Works facility that were completed in 2020 and the health and safety protocols implemented in response to the pandemic. Mr. Unrau provided a copy of the 2020-21 Petawawa Drinking Water System Inspection Report from the Ministry of Environment, Conservation and Parks that highlighted compliance with regulatory requirements and identified no recommendations or best practice issues.

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

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

**CARRIED**

2. PW-01-2021 – Winter Control Policy

David Unrau introduced a comprehensive winter control policy that builds upon the maintenance standards adopted under By-law 1150/17.

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

That Council endorses the updated Winter Control Policy and that a by-law be brought forward at a future meeting for its formal adoption.

**CARRIED**

3. PW-02-2021 – Proposed Cross-Section for Portage Road Reconstruction

David Unrau provided an overview of the report. Mr. Unrau reported after reviewing traffic speed data, Vision Zero criteria and considering the Active Transportation Plan, a revised cross-section could be implemented in the Portage Road reconstruction. Benefits include reduced speed with a narrower lane width, better protection for pedestrians and cyclists with a raised multi-use pathway and lower construction and maintenance costs.

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

That Council adopts the revised cross-section of Portage Road Reconstruction.

**CARRIED**

**GENERAL MATTERS**

There was nothing to report.

**CLOSED MEETING**

There was no closed meeting.

**ADJOURNMENT**

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

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:59 p.m.

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

Clerk