



Town of Petawawa
Council-In-Committee Meeting Minutes
June 13, 2022 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
Colin Howard, Clerk
Karen Cronier, Director of Planning and Development
Craig Proulx, Deputy Fire Chief
Jordan Durocher, Director of Community Services
Annette Mantifel, Treasurer
Beverley Bimm
Emilee Clarke
Adam Favaro
Grace Gendron
Kathryn Gendron
Paul Gendron
Julie Graydon
Sophie Graydon
Aya Hammond
David Hammond
Junko Hammond
Julie Hollinger
Luke Lahey
Jack Lahey

Sylvie Lavoie
Claudia Quinton
Jake Quinton
Kathy Quinton
Isabelle Plourde
Lila Priebe
Chris Ristau
Ashley Ristau
Jade Tanguay
Ian Vincent
Sydney Vincent
Cindy Gagnon-Yates
Marissa Yates
Rudy Kadlec, myFM
Patricia Leboeuf, Petawawa Post

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

1. Outstanding Student Citizenship Awards

Mayor Bob Sweet and Beverly Bimm presented the 2022 Outstanding Student Citizenship Awards to the following recipients:

- Kathryn Gendron – Bishop Smith Catholic High School
- Sophie Graydon – Ecole Secondaire Jeanne Lajoie
- Aya Hammond – Valour JK-12 School
- Jack Lahey – Valour JK-12 School
- Claudia Quinton – Fellowes High School
- Jade Tanguay – Ecole Secondaire Publique L'Equinoxe
- Sydney Vincent – Bishop Smith Catholic High School
- Marissa Yates – Ecole Secondaire Jeanne Lajoie

Mayor Sweet thanked the students for their exceptional community involvement and encouraged them to continue their volunteerism. Mayor Sweet thanked Ms. Bimm for coordinating this recognition for the past seventeen years and presented her with an arrangement of flowers as a token of appreciation for her years of hard work and dedication.

Council broke for a short recess at 6:57 p.m.

Council reconvened at 7:10 p.m.

Planning and Development

Mayor Sweet spoke of the original agreement that was in place with 9029702 Canada Inc. (Metro) in November 2014 for the proposed Town Centre commercial development. After Metro made the decision to hold off on developing their commercial site, staff continued to contact Metro to provide them with community development information and statistics to support moving forward with construction. On behalf of Council, Mayor Sweet thanked Karen Cronier, Director of Planning and Development and Christine Mitchell, Economic Development Officer for their efforts in keeping the file active.

1. **PL-20-2022 – Development Agreement – 9029702 Canada Inc. (Metro), Town Centre Subdivision, Block 2, Plan 49M-68, Petawawa Boulevard**

Karen Cronier provided an overview of the report. Ms. Cronier confirmed the proposed agreement has been reviewed with the Town solicitor and that the existing site plan had been updated to meet today's zoning by-law requirements. Ms. Cronier reported that should Council support the revised site plan it is Metro's intent to begin development in the fall of 2022.

Moved by Theresa Sabourin
Seconded by James Carmody

That Council supports the approval of a revised site plan submitted by 9029702 Canada Inc. (Metro) for the construction of a 2,527 m² (27,207 ft²) grocery store on Block 2 Plan 49M-68.

Carried

2. **PL-21-2022 – Bill 109, More Homes for Everyone Act, 2022**

Karen Cronier provided an overview of the report. Ms. Cronier reported that Bill 109 was introduced on March 30, 2022 and was brought into effect following third reading and Royal Assent on April 14, 2022. Ms. Cronier reported on key changes to approval processes for site plans, zoning by-law amendments and plans of subdivision. Ms. Cronier also reported on delegation of authority as a means of streamlining the processing of applications.

Moved by Matthew McLean
Seconded by James Carmody

That this report be accepted for information purposes and that Council supports the provision of delegation of authority to the Director of Planning and Development for the final approval of site plan applications within the Town of Petawawa.

Carried

Fire Department

1. **Activity Report – May 2022**

Deputy Fire Chief Craig Proulx provided an overview of the monthly report. Deputy Chief Proulx reported two carbon monoxide alarm calls, one motor vehicle collision call and one fire alarm call, one chimney fire call, one call for black smoke and one call for a grass fire for the month of May. Deputy Chief Proulx highlighted the monthly platoon training which focused on wildland response and operation of equipment on the new bush truck. Deputy Chief Proulx also reported on specialty training which focused on swift water rescue technician certification for 12 members of the department. Deputy Chief Proulx also reported that he and the Fire Chief attended the Ontario Association of Fire Chiefs Conference in Toronto from May 4 to 8, 2022.

Moved by Theresa Sabourin

Seconded by Murray Rutz

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

Carried

2. Fire Protection Budget Report

Received for information.

Community Services

1. Activity Report – May 2022

Jordan Durocher, Director of Community Services, provided an overview of the monthly report. Mr. Durocher reported on the commencement of employment of two new staff members during the month of May as well as various services, programs and rental activities realized over the month. Mr. Durocher commented on recent successful events held at the Civic Centre, the return of outdoor sports leagues to the fields and diamonds, and the upcoming Midway scheduled to take place from June 16 to 19, 2022.

Moved by James Carmody

Seconded by Gary Serviss

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

Carried

2. Community Services Budget Report

Received for information.

Finance and Management

1. Accounts Payable – May 2022

Annette Mantifel, Treasurer, presented the report.

Moved by Murray Rutz

Seconded by Matthew McLean

That the general cheque #'s 36741 to 36946 in the amount of \$1,681,730.32 be passed by Council and paid by the Treasurer.

Carried

2. FM-03-2022 – Development Charges Treasurer’s Statement 2021

Annette Mantifel provided an overview of the report.

Moved by Tom Mohns

Seconded by Theresa Sabourin

That the Development Charges Treasurer’s Statement 2021 as required under Section 43 (1) of the Development Charges Act, 1997, S.O. 1997 and O. Reg. 82/98 be received. Furthermore, that Council accepts the Treasurer’s declaration that the Town is in compliance with Section 59.1 (1) of the Development Charges Act, 1997 and that the Treasurer’s Statement is made available on the Town’s website or upon request.

Carried

3. FM-04-2022 – 2021 General and Water Budget Funds

Ms. Mantifel provided an overview of the report.

Moved by James Carmody

Seconded by Murray Rutz

That 2021 budgeted transfers from reserve/reserve funds be amended as follows:

Reserve Fund – Public Works from \$376,944.59 to \$302,360.60 for Portage Road project as amended (adjusted by \$74,583.99).

That the following 2021 transfers to/from reserve/reserve funds be approved:

That \$218,062.00 be withdrawn from Reserve - Administration for COVID-19 funds used during the 2021 year.

That \$1,575.00 be transferred into Reserve Fund – Civic Centre which represents proceeds from the sale of surplus equipment.

That \$30,243.94 be transferred into Reserve Fund – Public Works which represents proceeds from the sale of surplus equipment.

That \$531,450.00 be transferred into Reserve Fund – Public Works re: unspent taxation funds Kramer Avenue project.

That \$520,252.28 be transferred from Reserve Fund – Public Works re: 2019 Gas Tax Top Up funds along with interest for Portage Road.

That \$606,918.14 be transferred from the Water Lifecycle Reserve re: Portage Road unfunded development charge amount.

Carried

3. CAO-05-2022 – Disconnect from Work Policy

Daniel Scissons, CAO, provided an overview of the report. Mr. Scissons explained the draft policy responds to recent amendments to the Employment Standards Act, 2000 (ESA). The policy references the ESA definition for “disconnecting from work”, promotes achievement of a healthy work-life balance and recognizes where communications outside normal hours may be required.

Moved by Theresa Sabourin

Seconded by Gary Serviss

That Council approves Policy # E-09 Disconnect from Work, and that the Town’s Human Resources Corporate Policies and Procedures By-law 843/13 be amended to include the policy.

Carried

4. ADMIN-13-2022 - Animal Control/By-law Enforcement Activity Report – May 2022

Colin Howard, Clerk, provided an overview of the monthly report. Mr. Howard reported a number of verbal and written warnings were issued to residents for various violations such as dogs barking and running at large. Mr. Howard reminded property owners of the importance of adhering to the lawn watering by-law.

Moved by James Carmody

Seconded by Matthew McLean

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

Carried

5. ADMIN-14-2022 – Taxi Licencing June 2022

Colin Howard provided an overview of the report.

Moved by Tom Mohns

Seconded by Murray Rutz

That Council approves the taxi licence application in accordance with the current taxi by-law.

Carried

4. 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 Gary Serviss Seconded by Matthew McLean That the meeting be adjourned. **Carried**

The meeting adjourned at 8:23 p.m.

Signature of the Clerk (Original Signed)