



**Town of Petawawa**  
**Council-In-Committee Meeting Minutes**  
**March 27, 2023 at 6:30 p.m.**

**Present:**

Deputy Mayor Theresa Sabourin  
Councillor Lisa Coutu  
Councillor Karen Donovan  
Councillor Adam Driscoll  
Councillor Murray Rutz

**Regrets:**

Mayor Gary Serviss  
Councillor James Carmody

**Also Present:**

Colin Howard, Clerk  
Annette Mantifel, Treasurer  
Karen Cronier, Director of Planning and Development  
John Felix, Director of Public Works  
Brad Sweet, Senior Operations Manager, Ontario Clean Water Agency

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

**Land Acknowledgement**

The land acknowledgement was read.

Deputy Mayor Sabourin took a moment to acknowledge the provincial funding announcement for the Renfrew County Virtual Triage and Assessment Centre on March 24, 2023 and expressed how great this news is for the residents of the County of Renfrew. Deputy Mayor Sabourin thanked Councillor Adam Driscoll for attending the announcement on behalf of the Mayor.

**Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

## **Presentations**

There were no presentations.

## **Planning and Development**

### 1. Activity Report – February 2023

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier highlighted the active subdivisions, Zoning By-law amendments, and developments in pre-consultation. Ms. Cronier noted the County Community Emergency Management Coordinators initial freshet preparation meetings occurred on March 9 and 16, 2023, and the first virtual stakeholder meeting for the Official Plan update is scheduled for March 29, 2023.

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

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

**Carried**

### 2. Building Activity Report – February 2023

Karen Cronier presented the monthly report.

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

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

**Carried**

### 3. PL-02-2023 – VC Athletic Therapy Centre, Proposed Site Plan Application, Part Lot Control By-law, Removal of Holding Symbol, Part of Block 3, Plan 49M-68, being Parts 1, 2 & 3 on Plan 49R-20314, Canadian Forces Drive

Karen Cronier provided an overview of the report. Ms. Cronier reported that the proposed site plan for the 0.315 ha development at the corner of Canadian Forces Drive and Town Centre Boulevard meets the intent of the Official Plan and the provisions of the Zoning By-law. The purpose of the application for zoning by-law amendment is to remove the holding (h) symbol in order to permit the development of the building and to rezone the lands to Commercial (C). Staff deem the proposal appropriate and conditionally grants site plan approval subject to the owner entering into a site development agreement between the applicant and the Town.

Received for information.

### 4. Budget Reports (Planning, Building, and Economic Development)

Received for information.

## **Public Works**

### 1. Monthly Report – February 2023

John Felix, Director of Public Works, provided an overview of the monthly report. Mr. Felix reported on vehicle and equipment maintenance, winter control operations, and along with Brad Sweet, OCWA Senior Operations Manager, highlighted water and sanitary performance measures to date for the month of February.

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

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

**Carried**

### 2. PW-05-2023 – Petawawa Drinking Water System 2022 Annual Report

Brad Sweet presented the annual report for the Petawawa Drinking Water System. This report is published in accordance with Section 22 of Ontario Regulation 170/03 under the Safe Drinking Water Act for January 1 to December 31, 2022.

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

That the Petawawa Drinking Water System 2022 Annual Report be accepted as presented.

**Carried**

### 3. PW-06-2023 – Petawawa Wastewater System 2022 Annual Report

Brad Sweet presented the annual report for the Petawawa Wastewater System as prepared by OCWA.

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That the Petawawa Wastewater System 2022 Annual Report be accepted as presented.

**Carried**

### 4. Public Works Budget Report

Received for information.

### 5. Sewage System Budget Report

Received for information.

### 6. Waterworks Budget Report

Received for information.

## **General Matters**

### 1. Pembroke and Area Airport Commission 2023 Budget

Annette Mantifel, Treasurer, presented the Pembroke and Area Airport Commission budget.

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That Council approves the Town of Petawawa's portion of the Pembroke and Area Airport Commission's 2023 budget in the amount of \$31,221.71.

**Carried**

## **Closed Meeting**

There was no closed meeting.

## **Adjournment**

**Moved by Karen Donovan**

**Seconded by Murray Rutz**

That the meeting be adjourned.

**Carried**

The meeting adjourned at 7:33 p.m.

Signature of the Clerk (Original Signed)