



**Town of Petawawa**  
**Council-In-Committee Meeting Minutes**  
**January 23, 2023 at 6:30 p.m.**

**Present:**

Mayor Gary Serviss  
Deputy Mayor Theresa Sabourin  
Councillor Lisa Coutu  
Councillor Karen Donovan  
Councillor Murray Rutz

**Regrets:**

Councillor James Carmody  
Councillor Adam Driscoll

**Also Present:**

Daniel Scissons, CAO  
Colin Howard, Clerk  
Karen Cronier, Director of Planning and Development  
Chris Mantha, Manager of Public Works

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

**Land Acknowledgement**

The land acknowledgement was read.

**Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**Presentations**

There were no presentations.

## **Planning and Development**

### 1. Activity Report – December 2022

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier reported on Official Plan Amendment #19 which has been submitted to the County of Renfrew for approval and summarized the progress on site plan applications for apartment and commercial developments. Ms. Cronier also reported on the submission of documentation to Emergency Management Ontario confirming the Town's 2022 compliance with training requirements. Ms. Cronier detailed the Official Plan Update milestones and referenced the Special Meeting of Council scheduled for March 8, 2023. Ms. Cronier advised that an open house is scheduled for January 24, 2023 to solicit public input on proposed revisions to the municipal sign by-law.

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

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

**Carried**

### 2. Building Activity Report – December 2022

Karen Cronier presented the monthly report.

**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

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

**Carried**

### 3. PL-01-2023 – Highland Park Apartments Phase 2, Planning Approvals – Site Plan Approval, Zoning By-law Amendment and Consent Applications, Part Lot 15, Range C

Karen Cronier provided an overview of the report. Ms. Cronier reported that the proposed site plan for the 0.65 ha development at the corner of Highland Park Drive and Civic Centre Road meets the intent of the Official Plan. A zoning by-law amendment to consolidate mixed zoning, reduce an exterior side yard setback, establish a front lot line and increase the maximum building height will be heard in early March 2023. Consent applications for a lot addition and access, stormwater and sanitary easements have been filed with the County of Renfrew Land Division Committee. The site plan is appropriate development for the subject lands and approval will be granted subject to the passing of the zoning by-law amendment, the completion and approval of the consent applications and

the entering into a site development agreement between the applicant and the Town.

Received for information.

### **Public Works**

#### 1. Monthly Report – December 2022

Chris Mantha, Manager of Public Works, provided an overview of the monthly report. Mr. Mantha commented on the Department's effective winter control operations that resulted in no calls for flooding after the thaw from the December 22 to 27, 2022 declared significant weather event. Mr. Mantha also reported that Public Works tenders for line painting, concrete work, and hot asphalt patching and resurfacing will be announced in the coming weeks. Mr. Mantha advised that snow removal operations will be conducted on Petawawa Boulevard and Laurentian Drive on January 24, 2023.

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

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

**Carried**

### **General Matters**

There was nothing to report.

### **Closed Meeting**

There was no closed meeting.

### **Adjournment**

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That the meeting be adjourned.

**Carried**

The meeting adjourned at 7:05 p.m.

Signature of the Clerk (Original Signed)