

6:30 p.m.

December 14, 2020

TOWN OF PETAWAWA
COUNCIL-IN-COMMITTEE

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** **Dawn Recoskie**
 Craig Proulx **Kelly Williams**
 Karen Cronier **David Unrau (6:51p.m.)**
 Annette Mantifel (7:28 p.m.) **Rudy Kadlec**
 Wayne Bando

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

DISCLOSURE OF PECUNIARY INTEREST

In accordance with Section 5(1) of the *Municipal Conflict of Interest Act*, R.S.O. 1990, c.M.50., as amended, where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

1. Declaration #2020-04

Mayor Bob Sweet declared a potential deemed indirect pecuniary interest with respect to report PW-26-2020 – Ontario Clean Water Agency Renewal for Operations and Maintenance Services, as his son is employed by OCWA.

PRESENTATIONS

There were no presentations.

FIRE DEPARTMENT

1. Activity Report – November 2020

Deputy Fire Chief Craig Proulx provided an overview of the report. Deputy Chief Proulx reported three motor vehicle collisions, one fire alarm, one cooking fire, one

gas leak, and two carbon monoxide alarm calls for the month of November. Deputy Chief Proulx also highlighted the monthly platoon training which focused on recertification for self-contained breathing apparatus (SCBA) and personal protective equipment (PPE); rapid intervention team (RIT) drills; knots, ropes and pulley system.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

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

CARRIED

2. Fire Protection Budget Report

Received for information.

COMMUNITY SERVICES

1. Activity Report – November 2020

Kelly Williams, Director of Community Services, provided an overview of the monthly report. Mr. Williams reported on the various services, programs and rental activities realized over the month. Mr. Williams reported the first draft for the arena floor specification tender has been provided by the consultant; the project will be tendered soon with the award to occur in January. Mr. Williams also highlighted the Sounds of Business event, and reported the installation of fencing at Jack Pine Park, to deter ATV and snowmobilers from accessing the park, has been completed.

MOVED BY: Theresa Sabourin
SECONDED BY: Gary Serviss

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

CARRIED

2. Community Services Budget Report

Received for information.

PLANNING AND DEVELOPMENT

1. Activity Report – November 2020

Karen Cronier, Director of Planning and Development, provided an overview of the monthly report. Ms. Cronier highlighted the active subdivisions, proposed zoning by-

law amendments, and site plan applications. Ms. Cronier noted pre-consultation has occurred regarding proposals to construct future apartment buildings in the municipality.

MOVED BY: James Carmody

SECONDED BY: Tom Mohns

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

CARRIED

2. Building Activity Report – November 2020

Karen Cronier presented the monthly report.

MOVED BY: Gary Serviss

SECONDED BY: Theresa Sabourin

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

CARRIED

3. PL-29-2020 – Consent Application B53/20, Mark and Yvette Bourque, Part Block 14, Plan 23, 16 Alice Street

Karen Cronier provided an overview of the report. Ms. Cronier explained the purpose and effect of the application is to sever a 0.69 acre (0.28 ha) parcel of land into a severed and retained lot each having an area of 0.35 acres (0.14 ha) and a frontage of 60 ft. (18.3 m) to be used for residential purposes. The proposed severed lot has an existing single dwelling and garage on the property. The site plan identifies two garages on the retained property that must be demolished as a condition of the severance. The subject property is designated Rural Residential under the Official Plan and is zoned Residential One (R1) pursuant to Zoning By-law 456/07, as amended.

MOVED BY: Theresa Sabourin

SECONDED BY: Murray Rutz

That Council supports the granting of Consent Application B53/20 on the following conditions:

- 1) That the garage on the retained lot and the garage encroaching onto the new lot be demolished; and
- 2) A survey plan is submitted confirming that both the retained and severed lots meet the minimum frontage requirement of 18.0 metres.

CARRIED

4. PL-30-2020 – Zoning By-law Amendment Application, Sheila Whiting, 912 Doran Road, Part Lot 21, Concession 2

Karen Cronier provided an overview of the report. Ms. Cronier explained the purpose and effect of the zoning by-law amendment application is to rezone the severed and retained lands in Consent File B58/20 from Community Facility (CF) to Residential One-Exception Fifty-Two (R1-E52) to permit a change in use from a vacant school to a residential use. The exception is required to permit a reduced minimum lot area from 2,000 square metres to 1,900 square metres. The R1-E52 Zone will permit the construction of a single dwelling on each lot.

A public meeting for this application will be scheduled for January 2021.

The report was received for information.

5. Budget Reports (Planning, Building, and Economic Development)

Received for information.

PUBLIC WORKS

1. Monthly Report – December 2020

David Unrau, Director of Public Works, provided an overview of the monthly report. Mr. Unrau highlighted capital projects to-date, asset management, and special projects. Mr. Unrau reported streets were plowed and salt/sand applied three times; sidewalks were plowed and salt/sand applied seven times; and salt/sand was applied to streets an additional three times during the month of November.

Discussion occurred regarding a proposed Mutual Aid Agreement for Public Works activities between the County of Renfrew and its lower-tier municipalities during a declared emergency. Staff was directed not to pursue this matter any further; Council is satisfied with the current operations.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

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

CARRIED

At this point, 7:15 p.m., Mayor Bob Sweet left the Council Chambers due to his declared pecuniary interest and Deputy Mayor Gary Serviss took the Chair.

2. PW-26-2020 – Ontario Clean Water Agency Renewal for Operations and Maintenance Services

David Unrau provided an overview of the report.

MOVED BY: Murray Rutz
SECONDED BY: James Carmody

That Council approves entering into a seven-year agreement with the Ontario Clean Water Agency (OCWA) for the operation and maintenance of water and wastewater treatment facilities and distribution and collection systems, with the option to renew for an additional four-year term, and that a by-law be brought forward at the December 21, 2020 Council meeting to formalize the agreement.

CARRIED

At this point, 7:25 p.m., Mayor Bob Sweet returned to the Council Chambers and resumed the Chair.

4. Public Works Budget Report

Received for information.

5. Sewage System Budget Report

Received for information.

6. Waterworks Budget Report

Received for information.

FINANCE AND MANAGEMENT

1. Accounts Payable – November 2020

Annette Mantifel, Treasurer, presented the report.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That the general cheque #'s 33389 to 33601 in the amount of \$3,361,026.19 be passed by Council and paid by the Treasurer.

CARRIED

2. FM-09-2020 – 2020 Property Tax Write-Offs

Annette Mantifel provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

That the list of 2020 property taxation write-offs in the amount of \$11,158.19 be approved pursuant to the *Municipal Act*, 2001, S.O. 2001, Sections 357 and 358 and the *Assessment Act*, R.S.O. 1990, Sections 39.1 and 40.

CARRIED

3. FM-10-2020 – 2020 General Budget Funds

Annette Mantifel provided an overview of the report.

MOVED BY: Tom Mohns
SECONDED BY: James Carmody

That 2020 budgeted transfers from reserves/reserve funds be amended as follows:

Reserve – Administration from \$10,000.00 to \$0 for Strategic Plan;
Reserve – Administration from \$25,000.00 to \$0 for office renovations;
Reserve – Administration from \$25,000.00 to \$0 for building services review (Modernization Fund);
Reserve Fund – Fire from \$28,000.00 to \$0 for Master Fire Plan;
Development Charges – General from \$42,000.00 to \$0 for Master Fire Plan;
Development Charges – Recreation from \$18,000.00 to \$0 for Laurentian Highlands Park Development;
Reserve Fund – Civic Centre Capital from \$1,015.00 to \$0 for UORRPF surplus for 2020 event; and

Further that the following amounts be transferred into reserves/reserve funds as follows:

\$2,000.00 be transferred into Reserve Fund – Parks for Laurentian Highlands Parks Development; and
\$5,000.00 be transferred into Reserve Fund – Industrial Park/Economic Development for industrial development funds not spent in 2020.

CARRIED

4. ADMIN-26-2020 – Animal Control/By-law Enforcement Activity Report November 2020

Dawn Recoskie, Deputy Clerk, provided an overview of the monthly report. Ms. Recoskie highlighted the winter parking restrictions which are currently in effect.

MOVED BY: Tom Mohns
SECONDED BY: Gary Serviss

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

CARRIED

5. 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: Tom Mohns
SECONDED BY: Murray Rutz

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:41 p.m.



Clerk