



Town of Petawawa
Council-In-Committee Meeting Minutes
November 25, 2024 at 6:30 p.m.

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor James Carmody
Councillor Lisa Coutu
Councillor Karen Donovan
Councillor Adam Driscoll
Councillor Murray Rutz

Also Present:

Colin Howard, Director of Legislative Services/Clerk
Christine Leon, Director of Finance/Treasurer
Melanie Scheer, Director of Planning and Development
Chris Mantha, Director of Public Works
Dawn Recoskie, Public Works and Fire Services Coordinator
Kate Bennett, Coordinator of Legislative Services
Jodie Gervais, Human Resources Coordinator
Judy DeGeer

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

Land Acknowledgement

The land acknowledgement including a Truth and Reconciliation Commission Call to Action was read.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentations

There were no presentations.

Finance

1. FIN-20-2024 – 2023 Annual Development Charges Statement

Christine Leon, Director of Finance, provided an overview of the report.

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council receives the Development Charges Treasurer's Statement 2023 as required under Section 43(1) of the Development Charges Act, 1997 S.O. 1997 and O. Reg 82/98; and

That Council accepts the Treasurer's declaration that the Town complies 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

Planning and Development

1. Monthly Report – November 2024

Melanie Scheer, Director of Planning and Development, provided an overview of the monthly report. Ms. Scheer highlighted the active subdivisions, Zoning By-law amendments, site plan reviews, and building permits for the previous month. Ms. Scheer reported she attended the Open House for an application for a temporary use by-law for urban agriculture on Murphy Road on November 13, 2024 and she also reported that the Town recently hosted the November Chapters Meeting for the Upper Ottawa Valley Ontario Building Officials Association.

Moved by James Carmody

Seconded by Lisa Coutu

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

Carried

2. PL-32-2024 – Proposed Official Plan Amendment No. 21 and Zoning By-law Amendment Z184 (Dagg/Thompson), 2337C Petawawa Boulevard, Part of Lot 7, Range B

Melanie Scheer provided an overview of the report.

This report has been provided for information purposes only. A public meeting has been scheduled for December 2, 2024.

3. PL-33-2024 – Proposed Official Plan Amendment No. 22 (Clark) Steffen Street, Registered Plan 547, Lots 1 and 7

Melanie Scheer provided an overview of the report.

This report has been provided for information purposes only. A public meeting has been scheduled for December 2, 2024.

Public Works

1. Monthly Report – October 2024

Chris Mantha, Director of Public Works, provided an overview of the report. Mr. Mantha reported on the status of the Public Works Office expansion, which is on track for completion in early 2025, the completion of the Comfort Station project, and the Wolfe Avenue, Portage Road, and Murphy Road construction projects. Mr. Mantha also reported on the status of the department's infrastructure priorities such as the Town's fleet procurement, the installation of the new charging station for the Town's electric vehicle, and that roads and transportation projects, water and sewer, and civic property projects are all currently being designed and costed for the upcoming 2025 budget planning workshop.

Moved by Murray Rutz

Seconded by Adam Driscoll

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

Carried

2. PW-30-2024 – Options for Speed Reduction on County Road #51 Petawawa Boulevard between Golf Course Road and Silke Drive in the Town of Petawawa

Chris Mantha provided an overview of the report.

Council discussed the proposed options within the report as well as leaving County Road #51 at the same speed limit with the implementation of a Community Safety Zone.

Moved by James Carmody

Seconded by Adam Driscoll

That Council requests the County of Renfrew implement a community safety zone at Pine View Public School which will include community safety zone signage, flashing lights to alert drivers of the school zone, along with "school zone" painted on the road, with no reduction of the current speed limit on County Road #51 (Petawawa Boulevard).

Defeated

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That Council requests the County of Renfrew to lower the speed limit on County Road #51 (Petawawa Boulevard) from **80 km/hr to 70 km/hr** between Golf Course Road and Silke Drive within the Town of Petawawa. In addition, a community safety zone will be implemented at Pine View Public School which will

include community safety zone signage, flashing lights to alert drivers of the school zone, along with “school zone” painted on the road.

Carried

3. PW-31-2024 – Proposed Speed Reduction on Gravel Portion of Rantz Road

Chris Mantha provided an overview of the report.

Moved by Theresa Sabourin

Seconded by Murray Rutz

That Council approves lowering the speed limit from 50 km/hr to 40 km/hr on Rantz Road from the intersection of Rantz Road at Shames Road (south-east side) to the intersection of Rantz Road at Shames Road (south-west side) and directs staff to prepare the necessary by-law.

Carried

4. PW-32-2024 – Transit Funding Opportunities

Dawn Recoskie, Public Works Coordinator, and Chris Mantha provided an overview of the report.

Moved by Lisa Coutu

Seconded by Murray Rutz

That Council provides direction to staff to submit an application under the Rural Transit Solutions Fund-Planning and Design Projects Stream; and

That Council authorizes staff to enter into discussions with neighbouring municipalities regarding the Ontario Transit Investment Fund opportunity.

Carried

Legislative Services

1. LEG-14-2024 – Revisions to Human Resources Corporate Policies and Procedures E-01 – Hours of Work and Overtime

Colin Howard, Director of Legislative Services/Clerk provided an overview of the report.

Council discussed the draft Hours of Work and Overtime Policy and provided direction to staff to report back with amendments to section 2 (e) and to provide data on call outs and standby pay.

2. LEG-15-2024 – New Human Resources Corporate Policies and Procedures E-10 – Remote Work

Colin Howard provided an overview of the report.

Moved by Lisa Coutu

Seconded by Karen Donovan

That Council approves the new Human Resources Corporate Policies and Procedures E-10 – *Remote Work*, and that the Town’s Human Resources Corporate Policies and Procedures By-law 843/13 be amended accordingly.

Carried

General Matters

There was nothing to report.

Closed Meeting

There was no closed meeting.

Adjournment

Moved by Adam Driscoll

Seconded by Murray Rutz

That the meeting be adjourned.

Carried

The meeting adjourned at 8:06 p.m.

Signature of the Clerk (Original Signed)