

4:00 p.m.

May 7, 2012

**TOWN OF PETAWAWA**

**REGULAR MEETING OF COUNCIL**

**Present:** Mayor Bob Sweet Deputy Mayor Tom Mohns  
Councillor James Carmody Councillor Frank Cirella  
Councillor Treena Lemay Councillor Murray Rutz  
Councillor Theresa Sabourin

**Also Present:** Mitch Stillman Sarah Laverdure  
Dan Scissons Karen Cronier  
Jean Belec Don Boire  
Jeffrey Smith Pauline Wilson  
Charles Cheesman Steve Webster  
Kelly Williams Janet Slaughter  
Ernest Lafrance Adam Thompson  
Robert Passmore Brian Mohns  
Al Hepburn Byron Ostrom  
Don Mitchell Sean Chase  
Carrie-Ann Tantalo Cogeco Crew

**CLOSED MEETING**

**MOVED BY:** Theresa Sabourin  
**SECONDED BY:** James Carmody

(1) Be it resolved that Council move into a closed meeting pursuant to section 239 of the *Municipal Act, 2001*, as amended, for the following reason(s):

X  Advice that is subject to solicitor-client privilege.

**CARRIED**

Council went into closed session at 4:05 p.m.

**OPEN MEETING**

**MOVED BY:** Frank Cirella  
**SECONDED BY:** Tom Mohns

(2) That the meeting be opened.

**CARRIED**

Council went back into open session at 6:15 p.m.

Council recessed at 6:15 p.m.

Council reconvened at 6:30 p.m.

The meeting opened with a moment of silent reflection.

**MOVED BY: Murray Rutz**  
**SECONDED BY: Frank Cirella**

(3) That the agenda for the May 7, 2012 regular meeting of Council be approved.

**CARRIED**

Councillor Lemay introduced Acting Inspector Jeffrey Smith of the Ontario Provincial Police. Mr. Smith provided Council with an overview of his career experience in policing. He began his position at the Acting Detachment Commander at the Upper Ottawa Valley Detachment effective April 30, 2012.

**PECUNIARY INTERESTS**

There were no declarations of pecuniary interest.

**MOVED BY: Frank Cirella**  
**SECONDED BY: Murray Rutz**

(4) That the minutes of the April 16, 2012 regular meeting of Council be approved as printed and circulated.

**CARRIED**

**BY-LAWS**

Mayor Sweet presented his budget address (attached).

- a) By-law 766/12 – Being a by-law to adopt estimates of all sums required for municipal purposes during the year and to strike the rates of taxation and charges for waste management services for the year 2012

**MOVED BY: Treena Lemay**  
**SECONDED BY: Murray Rutz**

(5) That by-law 766/12, being a by-law to adopt estimates of all sums required for municipal purposes during the year and to strike the rates of taxation and charges for waste management services for the year 2012, be read a first and second time.

**CARRIED**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Treena Lemay**

(6) That by-law 766/12 be read a third time and passed.

**CARRIED**

b) By-law 767/12 – Being a by-law to adopt estimates of all sums required for municipal utilities purposes and to set water and sewage service rates for the year 2012

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: James Carmody**

(7) That by-law 767/12, being a by-law to adopt estimates of all sums required for municipal utilities purposes and to set water and sewage service rates for the year 2012, be read a first and second time.

**CARRIED**

**MOVED BY: James Carmody**  
**SECONDED BY: Theresa Sabourin**

(8) That by-law 767/12 be read a third time and passed.

**CARRIED**

### **PRESENTATIONS**

a) Police Services Board Year End Report – Don Boire

Councillor Lemay introduced Don Boire, former Chair of the Petawawa Police Services Board. Mr. Boire presented the 2011 Police Services Board Year End Report to Council.

### **PUBLIC MEETING**

a) Hyundai Pembroke – Applications to amend Official Plan and Zoning By-law

The Mayor called the public meeting open at 7:08 p.m.

Karen Cronier, Planning Coordinator, advised that the Notice of Public Meeting had been provided as required under the Planning Act. Karen Cronier stated that the notice had been circulated to a number of agencies and property owners. The Town had received comments from Ontario Power Generation, the County of Renfrew, and two residents from George Street.

Karen Cronier explained the proposed Official Plan amendment and Zoning By-law amendment. The purpose of the Official Plan amendment is to redesignate 1416 square metres of land from Suburban to Commercial. A storage garage, which will be used in

conjunction with the adjacent car dealership (Hyundai Pembroke), is proposed to be constructed on the subject lands. There is an existing dwelling on the subject lands.

The purpose of the Zoning By-law amendment is to rezone the above mentioned lands to permit the construction of a storage garage, accessory to the adjacent car dealership. The rezoning would also permit the existing single detached dwelling to be used for residential purposes. The effect of the amendment is to rezone the subject lands from Residential One (R1) to Commercial-Exception Twelve (C-E12). All other provisions of the By-law shall apply.

Mayor Sweet asked if the applicant or any members of the public wished to comment. Janet Slaughter spoke on behalf of the applicant and explained the application. Ernest Lafrance, of 16 George Street, stated his concerns regarding noise, traffic hazards, damage to the road surface, and the impact on the assessed values of nearby homes.

Mayor Sweet asked if any members of Council wished to comment. Councillor Lemay inquired about the proposed use of the garage. Janet Slaughter indicated that the garage would be used to store vehicles for customers prior to pick-up.

Karen Cronier explained the appeal period for the applications.

The Mayor declared the public meeting closed at 7:25 p.m.

- b) Shames Subdivision – Proposed plan of subdivision and applications to amend Official Plan and Zoning By-law

The Mayor called the public meeting open at 7:26 p.m.

Karen Cronier, Planning Coordinator, advised that the Notice of Public Meeting had been provided as required under the Planning Act. Karen Cronier stated that the notice had been circulated to a number of agencies and property owners. The Town had received comments from Ontario Power Generation, the school boards, Hydro One, Bell, the Ontario Ministry of Tourism, Culture and Sport, the Black Bay Ratepayers' Association, and one resident.

Charles Cheesman explained the proposed subdivision and corresponding Official Plan amendment and Zoning By-law amendment. The proposed plan of subdivision consists of 5.5 hectares of land to be developed into 16 lots for single detached dwellings to be serviced by individual wells and septic systems, and 4 blocks; one for a parking area for the nearby municipal boat launch and three for road widening purposes.

The purpose of the Official Plan amendment is to redesignate the subject lands from Rural to Rural Residential and Parks and Open Space in order to permit the proposed plan of subdivision. The Rural Residential designation would apply to the residential portion of the subdivision and the Parks and Open Space designation would apply to the proposed parking area.

The Zoning By-law amendment would rezone the subject lands in order to permit the proposed plan of subdivision. The effect of the amendment is to rezone the subject lands

from Rural (RU) to Residential One (R1) and Open Space-Exception Three (OS-E3). The R1 Zone permits single detached dwellings and the OS-E3 Zone would add 'Parking Area' as a permitted use to the OS Zone.

Charles Cheesman explained the subdivision plan approval process and the appeal period for the application.

Mayor Sweet asked if the applicant wished to comment. Adam Thompson of Novatech explained the subdivision application to Council.

Mayor Sweet asked if any members of Council wished to comment. Deputy Mayor Mohns stated his concerns about drainage through Lot 14. Councillor Lemay stated her concern over the Hydrogeological Study peer review by Golder & Associates which does not accept the conclusions of the study completed by Paterson Group. Robert Passmore, of Paterson Group, explained the reasons for the conclusions of the peer review. Steve Webster explained the Town's concerns over the proposed subdivision including the need for an increased level of road maintenance with the addition of three driveways on Rantz Road, and the need for a 1 foot reserve and fence between Rantz Road and the proposed lots. Deputy Mayor Mohns stated his concerns over increased traffic on Shames Road. Councillor Sabourin stated her concerns over the increased maintenance that would be required on Rantz Road.

Mayor Sweet asked if any members of the public wished to comment. Brian Mohns, of 112 Point Henry Trail, stated his concerns over the impact on the quantity of groundwater by the use of geothermal heating systems for homes built in the proposed subdivision. He also requested a 1 foot buffer at the back of the lots between Rantz Road and the proposed lots. Al Hepburn, of 195 Shames Road, spoke on behalf of the Black Bay Ratepayers Association. The association has concern over the size of the proposed boat launch parking lot, stating it is too small to accommodate the public use. It also has concern over existing residents' snow removal operations as a result of increased driveways along Shames Road. Byron Ostrom, of 928 Rantz Road, stated he supported the 1 foot reserve at the back of the proposed lots. He stated is concern over increased parking by the public along Rantz Road in front of Lots 9 and 10 as well as increased traffic hazards along Shames Road. Donald Mitchell, of 33 Shames Road, suggested closing Rantz Road and constructing a road connecting Shames Road and the boat launch.

Councillor Carmody stated his concern over public access to Black Bay from Rantz Road. He was concerned that adjacent property owners will attempt to take pseudo ownership of the waterfront and therefore impacting public access. Councillor Sabourin supported a 1 foot reserve between Rantz Road and the proposed lots. She also was concerned that the boat launch parking lot would be too small.

The Mayor declared the public meeting closed at 8:48 p.m.

### **BY-LAWS**

- a) By-law 768/12 – Being a by-law to adopt Amendment No. 11 of the Official Plan of the Town of Petawawa (Hyundai Pembroke)

**MOVED BY: Treena Lemay**  
**SECONDED BY: Murray Rutz**

- (9) That by-law 768/12, being a by-law to adopt Amendment No. 11 of the Official Plan of the Town of Petawawa, be read a first and second time.

**CARRIED**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Treena Lemay**

- (10) That by-law 768/12 be read a third time and passed.

**CARRIED**

- b) By-law 769/12 – Being a by-law to amend By-law Number 456/07 of the Corporation of the Town of Petawawa, as amended (Hyundai Pembroke)

**MOVED BY: Frank Cirella**  
**SECONDED BY: Murray Rutz**

- (11) That by-law 769/12, being a by-law to amend By-law Number 456/07 of the Corporation of the Town of Petawawa, as amended, be read a first and second time.

**CARRIED**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Frank Cirella**

- (12) That by-law 769/12 be read a third time and passed.

**CARRIED**

### **CORRESPONDENCE**

- a) Letters from Petawawa residents re: bush fire of April 9, 2012

Received for information.

### **MINUTES**

- a) Council-in-Committee (April 23, 2012)

**MOVED BY: Tom Mohns**  
**SECONDED BY: Bob Sweet**

- (13) That the minutes of the April 23, 2012 Council-in-Committee meeting be accepted by Council and that resolutions from that Committee become resolutions of Council.

**CARRIED**

- b) Waste Management Board (January 25, 2012)

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Tom Mohns**

- (14) That the minutes of the Waste Management Board meeting of January 25, 2012 be accepted as information.

**CARRIED**

- c) Library Board (March 28, 2012)

**MOVED BY: James Carmody**  
**SECONDED BY: Theresa Sabourin**

- (15) That the minutes of the Library Board meetings of March 28, 2012 be accepted as information.

**CARRIED**

- d) Police Services Board (March 20, 2012)

**MOVED BY: Murray Rutz**  
**SECONDED BY: Treena Lemay**

- (16) That the minutes of the Police Services Board meeting of March 20, 2012 be accepted as information.

**CARRIED**

### **STAFF REPORTS**

- a) FD-06-12 – Tender for New Tanker

**MOVED BY: Tom Mohns**  
**SECONDED BY: Theresa Sabourin**

- (17) That Council approve the tender submitted by Carl Thibault Emergency Vehicles for the 2013 International Tanker at a cost of \$291,511.00 plus applicable tax.

**CARRIED**

## COUNCILLOR REPORTS

### Councillor Lemay

Councillor Lemay presented Council with a Notice of Motion concerning the distribution of financial grants to community organizations. The motion read as follows:

“Whereas the legislated duties under Section 224 of the Ontario Municipal Act declare that the roles of a municipal council are to:

- represent the public and to consider the well-being and interests of the municipality;
- develop and evaluate the policies and programs of the municipality;
- ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;  
(d.1) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;  
and
- maintain the financial integrity of the municipality;

And whereas Section 270 of the Municipal Act Section 270 demands that a municipality have policies on how it will try to ensure accountability and transparency to the public;

Therefore be it resolved that when any financial request in excess of \$5000.00 is made to the Council of the municipality of the Town of Petawawa Council and is received from an external agency/organization/body, that consideration for approval of the funding will take place only if the requesting organization/agency/body will indicate in advance that it will:

- a) Upon request, provide access to the Council of a satisfactory formal legal description of its structure and operation;
- b) Ensure that the organization’s policies include or will include a provision for an annual formal financial audit by a recognized accounting firm or agent; and
- c) Identify a satisfactory periodic, reporting structure and mechanism, negotiated with the Town’s CAO and Treasurer and approved by Council, which describes the general process of how and when the monies have been spent.”

The motion will be added to the next Council-in-Committee meeting agenda.

Councillor Lemay attended the OSUM Conference from May 2-4<sup>th</sup>.

### Councillor Rutz

Councillor Rutz attended Show Case on April 20<sup>th</sup>, a Festival Hall Committee meeting on April 24<sup>th</sup>, the Petawawa Point public input meeting on April 25<sup>th</sup>, and the Community Policing Committee Bike Rodeo on May 5<sup>th</sup>.



Councillor Cirella

Councillor Cirella attended an Airport Commission meeting on April 19<sup>th</sup>, Show Case on April 21<sup>st</sup>, the tender opening for the new fire tanker on April 27<sup>th</sup>, and the OSUM Conference from May 2-4<sup>th</sup>.

Councillor Carmody

Councillor Carmody attended Show Case on April 21<sup>st</sup>, the Petawawa Point public input meeting on April 25<sup>th</sup>, and the Tourism Strategic Plan public input meeting on April 30<sup>th</sup>.

Councillor Sabourin

Councillor Sabourin attended Show Case on April 21<sup>st</sup>, the Tourism Strategic Plan public input meeting on May 1<sup>st</sup>, and an accessibility workshop on May 4<sup>th</sup>.

Deputy Mayor Mohns

Deputy Mayor Mohns attended a Waste Management Board meeting on April 19<sup>th</sup>, the opening of Show Case on April 20<sup>th</sup>, the Petawawa Point public input meeting on April 25<sup>th</sup>, and the tender opening for the telecommunications system and the Tourism Strategic Plan public input meeting on April 30<sup>th</sup>.

Mayor Sweet

Mayor Sweet attended a Chamber of Commerce meeting, a Delphi Group event, the grand opening of Kreations, the Mirimichi Lodge Gala and volunteer appreciation event, a Transport Pontiac-Renfrew meeting, 11 County Council meetings, an Eastern Ontario Warden's Caucus meeting, and a rib challenge in Renfrew.

**CONFIRMATION**

**MOVED BY: James Carmody**  
**SECONDED BY: Theresa Sabourin**

(18) That by-law 772/12 be read a first, second, third time and passed.

**CARRIED**

**ADJOURNMENT**

**MOVED BY: James Carmody**  
**SECONDED BY: Theresa Sabourin**

(19) That the meeting be adjourned to the call of the Mayor.

**CARRIED**

Meeting adjourned at 9:15 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk



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# TOWN OF PETAWAWA

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## MEMORANDUM

**TO:** Members of Council  
**FROM:** Mayor Bob Sweet  
**RE:** 2012 Municipal Budgets  
**DATE:** May 7, 2012

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Good evening members of Council, staff, residents of Petawawa, and the media. At tonight's meeting, Council will have the opportunity to pass by-laws approving the municipal operating budget as well as the water and wastewater budgets. Over the past several months, Council and staff have worked diligently to prepare these budget documents based on a foundation of sustainable financial planning while never compromising the service demands of our residents. Thanks to the hard work and dedication of staff, we have been presented budgets that reflect our core value of fiscal responsibility. I would like to thank the Treasurer, Dan Scissons and the CAO/Clerk, Mitch Stillman for leading Council and staff through the budgeting process this year. As mentioned before, I believe the Town of Petawawa has one of the most efficient budgeting processes in all of Renfrew County.

The year 2011 was a very successful year in terms of growth for the Town of Petawawa. The Building Department issued 364 building permits with a value of over \$33 million and 7 subdivisions remain active within the Town. Total property assessment for the Town increased by 6.14% from 2011 and now reaches a level of almost \$1.38 billion. It is important to note that 74% of Petawawa's assessment is from the residential class; therefore when making decisions impacting the tax rate, Council is always mindful that the residential class carries a majority of the tax burden.

With that said, I am pleased to present a municipal budget that not only allows the Town to continue to provide quality service to its residents, but it also allows the Town to complete an impressive number of capital projects, while maintaining a very reasonable tax rate. Petawawa's tax rate remains one of the lowest in the Renfrew County. I am proud to report that the 2012 municipal tax rate will see a 3.61% decrease compared to 2011. This translates into municipal taxation of \$272.84 for every \$100,000 of assessment.

Due to Council's commitment to long-term planning, the municipal budget includes a wide variety of important capital projects without causing any increase to the tax rate. Long-term plans such as the Corporate Strategic Plan, Infrastructure Study, Recreation Master Plan, and capital replacement schedules give Council the ability to project spending requirements well into the future. This has ensured appropriate planning for growth and development, which has maintained our infrastructure over time. Total road infrastructure spending for 2012 is estimated at \$1.9 million, which includes the following key projects: Leeder Lane construction, Sylvan Drive rehabilitation, Herman Street reconstruction, Rantz Road rehabilitation, Renfrew Street urbanization, Evergreen Drive rehabilitation, Victoria Street reconstruction, and various sidewalk construction projects.

The 2012 budget also includes significant improvements to the Town's buildings and vehicle and equipment fleets. The Fire Department will be replacing a 1987 tanker this year for \$327,000. The Public Works Department will be replacing a 1979 loader and a 2007 pick-up truck for a total capital investment of \$290,000. To house the fleet, an extension to the public works garage worth \$168,000 will be constructed in 2012. At the Municipal Office, a new corporate telecommunications system will be installed as well as upgrades to the Town's server, computers, and filing system. These investments will total just over \$100,000.

Other significant investments to be made in 2012 revolve around recreation and tourism. Council has committed to the development of the Petawawa Point Concept Plan and a Tourism Strategic Plan worth almost \$35,000 combined. These plans will help shape the future of recreation and tourism in our Town. The budget also includes Phase I of the recently adopted Horticultural Plan that consists of a \$60,000 investment in beautification initiatives. Recreation facilities will also see some improvements in 2012, including new playground equipment at Kramer's Corner Park and an upgrade to the bike skills park for a combined value of almost \$75,000. The most significant addition to the Town's recreation facilities in 2012 will be the installation of a splashpad at the Civic Centre grounds. This \$250,000 project is the result of a partnership between the Rotary Club, the Civic Centre Fundraising Committee and the Town.

The Town's water and wastewater customers will be pleased to see that this year, water and wastewater flat rates will be maintained at the previous year's levels. Metered rate customers will see a modest increase in 2012 as recommended in the recent water and wastewater rate study. Due to diligent past and present financial planning, the Town's water and wastewater budgets not only pay for the operation of the systems, but they also have reserve provisions for future capital replacements, all without the need for flat rate increases. Spending for capital improvements to the water and wastewater systems in 2012 will reach over \$2.4 million, including the following projects: \$1,800,000 for Victoria Street water and sanitary sewer works, \$350,000 for twinning the Petawawa River bridge watermain, \$187,000 for Herman Street watermain and sanitary sewer repairs, and \$75,000 for the final phase of the east trunk watermain looping.

As you can imagine, 2012 will be a very busy year in the Town of Petawawa. Our Town continues to grow at a fast pace and these budgets reflect Council's commitment to ensuring this growth is supported by investments in our infrastructure and capital assets. Overall, the 2012 budget and resulting tax implications are strong evidence of the Town of Petawawa's commitment to financial sustainability and excellence in customer service.

Sincerely,

A handwritten signature in black ink that reads "R. Sweet". The signature is written in a cursive style with a long horizontal flourish at the end.

Bob Sweet  
Mayor