

6:30 p.m.

January 21, 2013

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:	Mitchell Stillman	Dawn Recoskie
	Kelly Williams	Colin Coyle
	Kyle Robinson	Sean Chase
	Adam Hodnett	

CALL TO ORDER (Moment of Silent Reflection)

The Mayor called the meeting to order at 6:30 p.m.

APPROVAL OF AGENDA

MOVED BY: Murray Rutz
SECONDED BY: Frank Cirella

- (1) That the agenda for the January 21, 2013 meeting of Council be adopted.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

APPROVAL OF MINUTES

1. Council Meeting (January 7, 2013)

MOVED BY: Frank Cirella
SECONDED BY: Murray Rutz

- (2) That the minutes of the regular meeting of Council held January 7, 2013 be approved as printed and circulated.

CARRIED

PRESENTATIONS

1. Mayor's Year End Review

Mayor Sweet presented his 2012 Year End Review:

On behalf of Council, and as Mayor of the Town of Petawawa, I am pleased to have this opportunity to share with you some of the highlights of the past year for the Town of Petawawa.

COUNCIL ACTIVITIES

Council has had a very busy second year of our term of office. We held a combined 46 Council and Council-in-Committee meetings, resulting in the passage of 69 by-laws ranging a variety of topics. We also had Council representation on numerous local committees, including the Festival Hall Committee, the Library Board, the Airport Commission, the Police Services Board, the Ottawa Valley Waste Management Board, the Accessibility Advisory Committee, and the Upper Ottawa Valley Medical Recruitment Committee.

Council continues to follow the Corporate Strategic Plan which was adopted in August 2011. This 5 year plan is an important living document that maps out Council's strategic objectives to 2015. Council continues to follow the Recreation Master Plan which was adopted in June 2011. This 10 year plan identifies several goals relating to recreation and aids Council in working towards meeting the recreational needs of the community. During 2012 Council worked with staff and the County of Renfrew to complete the review of the Town's Official Plan. Council entered into a formal agreement with partnering municipalities regarding the operation of the Upper Ottawa Valley Medical Recruitment Committee in February 2012. In September 2012 Council adopted a revised Grants Policy to identify eligible community groups and to identify the conditions which govern the financial assistance. In October 2012 Council entered into a lease agreement with Bell Mobility to install a tower at Fire Station Number 1 to aid in cellular phone coverage for our residents. Council also adopted a Succession Planning Policy for staff to plan for the future staffing needs of our municipality.

TAXATION

On May 7, 2012, Council adopted the 2012 annual budget and set water and sewer rates. Once again, these budgets reflected Council's commitment to infrastructure renewal, asset enhancement, and public safety. The 2012 municipal tax rate was reduced by 3.61% compared to 2011 rates and the Town of Petawawa achieved the lowest tax rate in all of Renfrew County. This resulted in lower-tier taxes of \$272.84 per \$100,000 of assessment compared to the 2011 rate of \$283.06 per \$100,000 of assessment. Water and sewer rates, which are strictly user-pay, are also some of the lowest around. Water and wastewater flat rates were maintained at the 2011 rates, while metered rate customers saw a modest increase in 2012. The Town is working diligently to ensure the long-term sustainability of our water and wastewater systems.

All in all, the Town's financial practices and strategic planning have allowed the Town to maintain a reasonable tax rate over the years. The Development Charges Policy also continues to ensure that growth-related needs and demands for additional services will be charged to new residential and commercial development and reserved for those future needs.

INFRASTRUCTURE

The provision of safe drinking water, the ongoing maintenance of existing infrastructure and the wise planning and support for future growth is a tremendous challenge for every municipality. Council budgeted \$4.3 million in 2012 for infrastructure projects. Some of these projects included: Victoria Street reconstruction, Renfrew Street urbanization, Evergreen Drive rehabilitation, Sylvan Drive rehabilitation, Herman Street Phase 2 reconstruction, Petawawa River bridge watermain, and Rantz Road Phase 2 rehabilitation.

Council would like to extend our collective appreciation for the patience and understanding of those residents most significantly affected by the inconveniences of the above noted construction projects. Council would like to thank the Federal government for continuing its gas tax program; the Town's gas tax allocation was applied to the Herman Street project. Council would also like to thank the County of Renfrew who cost-shared with the Town of Petawawa on the Victoria Street project and the Petawawa River bridge watermain project.

Over the years, Council and staff have worked diligently to develop plans for infrastructure renewal and asset management based on our current needs as well as anticipated growth. In 2012, the Town made several steps to support planning for future growth, including:

- The Public Works Department replaced 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 was initiated, with construction to be completed in 2013.
- Fire Station Number 1 received a roof replacement worth \$16,000.
- A new telecommunications system was installed to link all municipal departments.
- Reserve appropriations were made to prepare for future fleet needs.
- Preparation of an Infrastructure Study Update on all Town roads and water and sewer infrastructure.
- Implemented plans for the development of water and wastewater system financial plans.

PROTECTIVE SERVICES

The provision of protective services through the availability of qualified, competent and well-supported fire and police services allows Council to pursue its goal of ensuring public safety for the residents of Petawawa.

Our commitment to public safety and security is reflected in our contractual relationship with the OPP; the Town is currently entering the third year of a five year service contract. Council is confident that the policing services provided by the Upper Ottawa Valley Detachment of the Ontario Provincial Police are second to none. In addition to the operations and programs administered by the OPP, the Petawawa Police Services Board continues to generate public safety programs, including:

- The use of the Town's trailer-mounted portable "speed awareness monitor" to gather and analyze speeding concerns throughout Town.
- Installation of a new billboard at Murphy Road and Petawawa Boulevard regarding anti-vandalism.
- Applied for and received a grant to conduct the R.I.D.E. program within the Town of Petawawa.
- Development of a new website for the Petawawa Police Services Board.
- Presentation to County Council regarding the high number of fatalities on Highway 17 and the need to improve the highway.
- Radio advertising public safety campaigns such as anti-impaired driving and boating safety.
- The Police Services Board and the Community Policing Committee partnered to purchase a promotional retractable banner.

Fire Services in Petawawa continue to be provided by a dedicated and enthusiastic complement of volunteer firefighters. The department is committed to ensuring that firefighters are properly equipped and trained to deal with any emergency. Some of the activities completed in 2012 that support this goal include:

- Purchasing a new Tanker Truck worth \$327,000, with delivery in 2013, to replace the 1987 tanker truck.
- Funds were allocated to reserves to ensure financing is available for the replacement of other emergency services vehicles in the future.
- Further improvements were made to the training centre as part of a continued effort to ensure personnel receive quality training opportunities.

PLANNING & ECONOMIC DEVELOPMENT

Ensuring responsible growth requires the support and guidance of many people. The Town is fortunate to have an excellent team of employees who are supported by contract resource groups who provide engineering and legal advice. Council supported a great variety of initiatives in terms of both residential and commercial development in 2012, including:

- Residential and commercial development including the issuance of 335 building permits in 2012 with a value of over \$56 million and total property assessment has now reached a level of \$1.37 billion.
- Council passed several planning by-laws over the course of the year, including 8 Zoning By-law amendments, 3 Official Plan amendments and 1 development agreement.

- Council and staff have completed work on the County's work program regarding the 5 year review of the Official Plan with an open house to take place on January 23rd and the public meeting scheduled for January 30th.
- 2 subdivision agreements were passed by Council – Highland Park (Phase 4, Stage 2), and Laurentian Highlands (Phase 2A).
- Development continues to occur within 6 active subdivisions within the Town of Petawawa, namely Briarwood, Petawawa Town Centre, Highland Park, Victoria Street, Laurentian Highlands, and Radke Estates.
- The Town anticipates residential development proceeding in 2013 on Portage Road and Shames Road.
- In 2012 a new sign by-law was adopted.
- The Town continues to use Facebook, Twitter and YouTube to market events and distribute important information to residents.
- The Town of Petawawa experienced a Level II Drought this spring and summer, as did most of Renfrew County; residents were asked to voluntarily reduce water usage by 20%. The Town provided water to residents' in rural areas who had their wells run dry.
- The Town adopted a Horticultural and Beautification Plan as well as a Tourism Strategy.
- Council also closely monitored the closing of the local CP rail line. Much of the line has been removed east of Petawawa.

PARKS & RECREATION

The Town of Petawawa provides recreational services to our residents, including: facility and park services in the form of a community arena, two small community centres, sportsfields, an outdoor rink, 14 neighbourhood parks, two community level waterfront parks and a municipal trail network. These parks, trails and facilities are utilized by many community groups and associations as well as individual users throughout the year. The Town is fortunate to have an excellent team of dedicated employees within its Parks and Recreation Department as well as many volunteers. Council supported parks and recreation in 2012 as follows:

- The Parks and Recreation Department conducted a successful Leash Free Dog Park Pilot Project, Council and staff are currently looking for a permanent location for the dog park.
- A new play structure was installed at Kramer's Korner Park.
- The Civic Centre installed a new fire alarm system.
- The Splash Pad is expected to become a reality in spring 2013.
- As part of the Program Services Review, Council approved the Parks and Recreation Department service delivery model as well as the addition of a full-time Recreation Program Assistant to the department.
- Council approved in principle the Petawawa Point Concept Plan.
- The Parks and Recreation Department produced a "Guide to Outside" pamphlet.

- The Town held the annual Cabin Fever and Civic Centre Days events as well as the 2nd Annual Ribfest and the Fusion of the Senses.
- To honour our many volunteers, without whom the Civic Centre wouldn't be the recreation mecca it is today, the Town named the driveway entrance to the Civic Centre "Volunteer Way".

NEIGHBOURS & PARTNERSHIPS

The Town of Petawawa has always understood that working together with other municipalities and organizations results in greater efficiencies in accomplishing mutually beneficial goals. In 2012, Council and staff worked collaboratively with a variety of partners to accomplish many goals, including:

- The Town continued to maintain its close relationship with CFB Petawawa. The construction of the Chinook Helicopter Squadron hangar, LAV barn, and various other construction projects will have a substantial impact on the local economy.
- The Library and the Civic Centre continue to be the central location for many community recreational, social, and cultural activities.
- Council continues to support arts and culture through the municipal cost sharing agreement for Festival Hall at \$1.00 per capita.
- Council is enthusiastic about the construction of the 2 new schools and negotiating joint use agreements with the Town. St. Francis of Assisi School opened its doors in September 2012 and site preparation began in November 2012 for the new JK to Grade 12 School building being constructed by the Renfrew County District School Board.
- Petawawa continues to work with the partners of the Ottawa Valley Waste Recovery Centre in ensuring state-of-the-art waste diversion and recycling programs are available for our residents.
- Council will maintain its support of the extension of Highway 417 west of the Town of Arnprior. This vital transportation link for Renfrew County will improve greatly with the twinning of the highway.
- Council has been following the proposed Petawawa River hydroelectric projects by Xeneca with great interest. Council has attended Public Information Centres regarding the projects and engaged a legal and engineering consultant to advise Council on any negative impacts of the proposed projects. In 2013, Council will continue to be an advocate for the community and will actively participate in the public consultation process as part of the proponent's application to the Province.
- In keeping with the requests from our community to address the local doctor shortage, Council has supported the Upper Ottawa Valley Medical Recruitment Committee and as a result, over 5,000 Petawawa residents have been taken off the waiting list for doctors since the Town joined the Committee.
- The Petawawa Centennial Family Health Centre (PCFHC) now employs the equivalent of 5 full time family physicians. The PCFHC initiated a walk-in clinic at the beginning of November 2012 two evenings a week, and has

already served 380 residents of Petawawa since its inception. Further, the PCFHC had a total of 7,476 patients use their services for the year 2012.

CONCLUSION

For the Town of Petawawa, 2012 proved to be another exciting year of growth and development as a municipality. Members of Council and staff have worked diligently on many projects throughout the year. We will continue with our commitment to ensuring that our spending and action plans reflect not only the needs of our citizens today but that they also provide a solid foundation for the future of Petawawa.

It has been my pleasure to work with Council, staff and all residents this past year. Your suggestions and ideas have lead to improved decision making and effective planning. Your interest in the success of our Town is appreciated. I am convinced that with the support and enthusiasm of the residents of Petawawa, our Town will see significant growth while remaining a safe and caring community which everyone is proud to call their home.

BY-LAWS

1. By-law 812/13 – being a by-law to establish a highway. (Industrial Avenue & Water Tower Road)

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

- (3) That By-law 812/13, being a by-law to establish a highway, be read a first and second time.

CARRIED

Responding to Deputy Mayor Mohns, CAO/Clerk Mitch Stillman advised that Industrial Avenue and Water Tower Road had never been properly surveyed or registered on title which is the purpose of By-law 812/13.

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

- (4) That By-law 812/13, be read a third time and passed.

CARRIED

CORRESPONDENCE

1. Request for Financial Assistance – Renfrew County Senior Games

MOVED BY: Tom Mohns
SECONDED BY: Murray Rutz

- (5) That Council approve a donation in the amount of \$250.00 for the 2013 Renfrew County Senior Games.

CARRIED

MINUTES

1. Council-in-Committee Meeting (January 14, 2013)

MOVED BY: Theresa Sabourin
SECONDED BY: Frank Cirella

- (6) That the minutes of the Council-in-Committee meeting held January 14, 2013 be accepted by Council and that resolutions from that Committee become resolutions of Council.

CARRIED

2. Petawawa Police Services Board (November 21, 2012)

Councillor Lemay commented on the replacement process for the Detachment Commander position once the OPP takes over policing the City of Pembroke. Councillor Lemay also noted the Police Services Board will present its year-end report to Council in March.

MOVED BY: Treena Lemay
SECONDED BY: Murray Rutz

- (7) That the minutes of the November 21, 2012 meeting of the Petawawa Police Services Board be adopted as information.

CARRIED

3. Ottawa Valley Waste Management Board (November 8, 2012)

Deputy Mayor Mohns commented on the recent activities of the Ottawa Valley Waste Management Board.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

- (8) That the minutes of the November 8, 2012 meeting of the Ottawa Valley Waste Management Board be adopted as information.

CARRIED

STAFF REPORTS

1. PR-02-13 – 150th Anniversary Celebration

Mayor Sweet explained the Town of Petawawa will be celebrating its 150th anniversary in 2015. He thanked members of Council and staff for providing input regarding the milestone. Kelly Williams, Manager of Parks and Recreation, presented the draft Terms of Reference to form a committee to start planning the 150th celebration. He explained as part of the celebration there will be a marketing campaign and a legacy project.

MOVED BY: Treena Lemay
SECONDED BY: James Carmody

- (9) That Council directs the Manager of Parks and Recreation to commence planning the Town's 150th Anniversary Celebration in 2015 as per the Terms of Reference presented as part of report PR-02-13.

CARRIED

2. Book Tree Expression of Interest – Verbal Report – Colin Coyle

Colin Coyle, Program Coordinator, provided an overview of the Book Tree project. He explained both he and Kelly Thompson, Acting CEO – Petawawa Public Library, are part of the committee organized by the Best Start Network (County of Renfrew) to select sites within the County to host a Book Tree. Mr. Coyle explained the Town of Petawawa has been chosen as the first site and needs approval from Council to move ahead with the project. He noted this will be the first Book Tree in Canada; the program was initially started in Berlin, Germany. The Best Start Network has received a grant in the amount of \$25,000 to fund the project and there will be no cost to the municipality. The proposed location for the Book Tree is on Civic Centre property near the playground across from the library.

MOVED BY: Theresa Sabourin
SECONDED BY: James Carmody

- (10) That Council accepts participation in the Book Tree Program being offered by the "Best Start" program.

CARRIED

COUNCILLOR REPORTS

Councillor James Carmody advised he attended several events during the Cabin Fever festival and he was happy to see that the festival was well attended.

Councillor Theresa Sabourin advised she attended the recent Tourism Destination Development Committee (TDDC) meeting and will be Chair of the task team assigned to investigate a visitor information centre for the Town.

Deputy Mayor Tom Mohns advised he attended the recent Ottawa Valley Waste Management Board meeting.

Councillor Murray Rutz congratulated staff on organizing a successful Cabin Fever festival.

Councillor Frank Cirella advised he also attended the recent TDDC meeting.

Mayor Bob Sweet advised he attended the recent Eastern Ontario Warden's Committee to introduce Warden Peter Emon to the committee. Mayor Sweet also attended an Eastern Ontario Regional Network broadband meeting as well as several meetings at the County. Mayor Sweet congratulated the Fire Department on conducting their water/ice rescue training.

CAO/Clerk, Mitch Stillman reminded Council and the public of the Open House meetings on January 23, 2013 from 2:00 p.m. to 4:00 p.m. and 6:00 p.m. to 8:00 p.m. regarding the Official Plan 5-Year Review. The Public Meeting for the same item will be held on January 30, 2013 at 6:30 p.m.

CLOSED MEETING

There was no closed meeting.

CONFIRMING BY-LAW

MOVED BY: Murray Rutz
SECONDED BY: Frank Cirella

(11) That By-law 813/13 be read a first, second and third time and passed.

CARRIED


ADJOURNMENT

MOVED BY: Frank Cirella
SECONDED BY: Murray Rutz

(12) That the meeting adjourn to the call of the Mayor.

CARRIED

The meeting adjourned at 7:32 p.m.



Mayor



Clerk