

6:30 p.m.

February 5, 2018

**TOWN OF PETAWAWA**

**REGULAR MEETING OF COUNCIL**

**Present:** Mayor Bob Sweet Deputy Mayor Tom Mohns  
Councillor James Carmody Councillor Murray Rutz  
Councillor Theresa Sabourin Councillor Gary Serviss

**Regrets:** Councillor Treena Lemay

**Also Present:** Daniel Scissons Dawn Recoskie  
Annette Mantifel Karen Cronier  
Deborah Farr James Mohns  
Joan Behnke Rebecca Bartlett  
Sean Chase YourTV Ottawa Valley

**CALL TO ORDER** (Moment of Silent Reflection)

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

**APPROVAL OF AGENDA**

**MOVED BY:** James Carmody  
**SECONDED BY:** Murray Rutz

- (1) That the agenda for the February 5, 2018 meeting of Council be adopted.

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**APPROVAL OF MINUTES**

1. Council Meeting (January 15, 2018)

**MOVED BY:** Theresa Sabourin  
**SECONDED BY:** Gary Serviss

- (2) That the minutes of the regular meeting of Council held January 15, 2018 be approved as printed and circulated.

**CARRIED**

Prior to the Public Meeting, Mayor Bob Sweet highlighted the Pembroke Downtown Hockey Spree event which took place on Saturday and involved a municipal challenge between Pembroke and Petawawa. Mayor Sweet congratulated the winning Petawawa team comprised of Tom Renaud, Robert Gallant, Tanner Smith, Brady Durocher, Teddy Suckow, Nathan Clouthier, and Mitchell Turcotte who defeated the Pembroke team to become champions!

## **PUBLIC MEETING**

1. Zoning By-law Amendment (from "Rural" to "Residential One") – Michael & Madeleine Broxham, Part of Lot 11, Lake Range, Gutzman Road

The Public Meeting was opened by the Mayor at 6:34 p.m. Karen Cronier, Director of Planning and Development, advised that the Notice of Public Meeting had been provided as required under the Planning Act. The Town received correspondence from Enbridge Gas Distribution and Conseil des écoles publiques de l'Est de l'Ontario, both agencies had no concerns regarding the application.

Ms. Cronier explained the purpose and effect of the proposed amendment is to rezone the severed lands in B92/17 from Rural to Residential One as a condition of consent. All other provisions of the Zoning By-law would apply.

Mayor Sweet asked to hear comments from members of the public. No one from the public came forward to speak for or against the application.

Ms. Cronier then explained the appeal process to those present in the audience.

Mayor Sweet thanked all for attending the meeting and declared the Public Meeting closed at 6:36 p.m.

## **PRESENTATIONS**

There were no presentations.

## **BY-LAWS**

Mayor Bob Sweet addressed Council and members of the public regarding the proposed by-laws to adopt the 2018 budgets, as follows:

*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 general, waterworks and sewage municipal spending program for 2018.*

*Council and staff have worked diligently to prepare this budget maintaining 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 with spending plans that reflect our core value of fiscal responsibility. I would like to*

*acknowledge the Treasurer, Annette Mantifel, and the CAO/Clerk, Dan Scissons, for once again leading Council and staff through the budgeting process this year.*

*On the revenue side of the 2018 budget, the Town has faced challenges that impact our ability to meet the increasing costs associated with service delivery. The continued reduction in the Ontario Municipal Partnership Fund, down another 15% from last year and representing a total decrease in funding support of \$82,600, together with the costs associated with meeting new minimum wage and other Bill 148 employment standards has contributed to an increase in the Town tax levy. Council has worked determinedly to minimize this increase, acknowledging that residential property owners bear the major share of any additional financial burden.*

*With that said, I am pleased to present general, waterworks and sewage system budgets that not only allow the Town to continue to provide high quality service to its residents, but also proposes the commencement of an impressive number of capital projects, all within restricted anticipated tax and user rates and in keeping with our pay as you go philosophy that ensures avoidance of debt financing.*

*Residential property owners can expect Town taxes to increase by approximately \$12 per \$100,000 in assessment over last year. The 2018 average assessed residence of \$243,500, up from \$239,750 in 2017, will be subject to an additional \$42 in lower tier tax levy. Customers of the municipal water and sewage systems will see continued adjustments to user rates to support the current provision of efficient services and to ensure the sustainability of these vital assets well into the future.*

*Residents of our community can expect a continued commitment to effective and efficient delivery of municipal services and programs. Council is dedicated to the safety and security of ratepayers and fulfills these obligations with first rate fire and police response. Our Public Works Department is unwavering in its efforts to keep the roads and sidewalks maintained for the travelling public. Planning and Development personnel effectively promote the controlled and orderly growth of the municipality. Our Parks, Recreation and Library facilities and programs are coveted by many of our neighbours. Our reputation of providing a high level of service at a reasonable public cost remains unchanged in this budget.*

*Council's commitment to long-term planning is reflected in this budget with the identification of a comprehensive program of Town-wide capital rehabilitation projects. Guiding documents such as the Corporate Strategic Plan, Asset Management Plan, Infrastructure Study, Recreation Master Plan, and vehicle and equipment replacement schedules give Council the ability to anticipate future spending requirements. Total road infrastructure spending for 2018 is estimated at \$2.5 million on capital projects such as a second phase of Mary Street reconstruction, Norman and Edith Streets, a portion of Schwanz Road and a final lift of asphalt on Black Bay Road between Industrial Avenue and Carla Street. As well, a second phase of the multi-year rehabilitation of Achray Road in partnership with Laurentian Valley will be completed. Additional money has been set aside for design work for the future rehabilitation of Hilda and Laura Streets and Lisa Crescent. Asset Management Strategic Policy and Road Condition Assessments have been identified as key priorities towards meeting the legislated requirements as part of O Reg. 588/17. Funding*

*opportunities will be explored to aid in cost offsets. Completion of an Active Transportation Plan and future development in the Town along the Algonquin Trail are also planned in this budget cycle.*

*Investment in our vehicle and equipment inventory will include the replacement of a ½ ton truck and service van and an \$85,000 transfer to reserves towards the purchase of a new trackless MT6 for the Public Works Department. Parks and Recreation will replace a 2010 pickup.*

*Significant investments in our recreation facilities will be addressed in this year's budget. Money has been reserved towards the replacement of the arena floor which is anticipated to be completed in 2020. Upgrades to a number of infrastructure in area parks and significant property maintenance at Petawawa Point to improve the boat launch, and create additional parking will be realized. Signage, parking lot paving at Norman Behnke Hall and completion of a study for the Catwalk will be completed as well as cosmetic renovations to the Civic Centre upper hall washrooms and those of the Kinhut.*

*Within the water and sewage budgets capital works will include upgrades to Digesters #3 and #4, and the aeration system at the wastewater treatment plant as well as the expansion of the Renfrew Street Pumping Station. In addition, the Mary Street water assets upgrade and the water plant controller technology will be replaced.*

*2018 is anticipated to be another very busy year in our developing community. These budgets reflect Council's commitment to ensuring that this growth is supported by appropriate investments in our infrastructure and capital assets. I am confident that the spending program introduced will reinforce our focus on financial sustainability and excellence in customer service.*

1. By-law 1179/18 – being a by-law to adopt estimates of all sums required for municipal purposes during the year 2018

**MOVED BY: Tom Mohns**  
**SECONDED BY: James Carmody**

- (3) That By-law 1179/18, being a by-law to adopt estimates of all sums required for municipal purposes during the year 2018, be read a first and second time.

**CARRIED**

**MOVED BY: James Carmody**  
**SECONDED BY: Tom Mohns**

- (4) That By-law 1179/18, be read a third time and passed.

**CARRIED**

2. By-law 1180/18 – 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 2018

**MOVED BY:** Gary Serviss  
**SECONDED BY:** Theresa Sabourin

- (5) That By-law 1180/18, 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 2018, be read a first and second time.

**CARRIED**

**MOVED BY:** Theresa Sabourin  
**SECONDED BY:** Gary Serviss

- (6) That By-law 1180/18, be read a third time and passed.

**CARRIED**

3. By-law 1181/18 – being a by-law to amend By-law Number 456/07 of the Corporation of the Town of Petawawa, as amended (from “Rural” to “Residential One”, Part of Lot 11, Lake Range, Gutzman Road)

**MOVED BY:** Murray Rutz  
**SECONDED BY:** Gary Serviss

- (7) That By-law 1181/18, 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:** Gary Serviss  
**SECONDED BY:** Murray Rutz

- (8) That By-law 1181/18, be read a third time and passed.

**CARRIED**

4. By-law 1182/18 – being a by-law to provide for an exemption from the Noise By-law 368/06

Report # CAO-01-2018 – Request for Exemption to Noise By-law 368/06

**MOVED BY:** Tom Mohns  
**SECONDED BY:** James Carmody

- (9) That By-law 1182/18, being a by-law to provide for an exemption from the Noise By-law 368/06, be read a first and second time.

**CARRIED**

**MOVED BY: James Carmody**  
**SECONDED BY: Tom Mohns**

- (10) That By-law 1182/18, be read a third time and passed.

**CARRIED**

### **CORRESPONDENCE**

There were no items of correspondence.

### **MINUTES**

1. Council-in-Committee (January 22, 2018)

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

- (11) That the minutes of the Council-in-Committee meeting held January 22, 2018 be accepted by Council and that resolutions from that Committee become resolutions of Council.

**CARRIED**

2. Petawawa Public Library Board (November 27, 2017)

Councillor Gary Serviss provided an overview of the recent activities of the Petawawa Public Library Board. Councillor Serviss reported that CEO Amanda Foster is in the process of updating the policy manual, and union negotiations are ongoing.

**MOVED BY: Gary Serviss**  
**SECONDED BY: James Carmody**

- (12) That the minutes of the Petawawa Public Library Board meeting held on November 27, 2017 be adopted as information.

**CARRIED**

### **STAFF REPORTS**

There were no staff reports.

## **COUNCILLOR REPORTS**

Deputy Mayor Tom Mohns reported that he attended a meeting of the Ottawa Valley Waste Management Board (OVWMB) on February 1, 2018 where Steve Bennett, Mayor of Laurentian Valley, was re-elected to the position of Chair and Deputy Mayor Mohns was re-elected to the position of Vice-Chair. Deputy Mayor Mohns reported that the budget for the Ottawa Valley Waste Recovery Centre (OVWRC) will be communicated to its partner municipalities soon and the budget will show a 0% increase request for funds from the partner municipalities. Deputy Mayor Mohns also provided an update regarding Bill 151, *Waste-Free Ontario Act*, and the unknown impact it will have on the OVWRC and the blue box recycling program. Following the OVWMB meeting, Deputy Mayor Mohns attended the Strategic Plan and Business Case presentation for the Pembroke and Area Airport.

Councillor Theresa Sabourin reported that she attended the presentation by WSP Canada Inc. of the Strategic Plan and Business Case for the Pembroke and Area Airport on February 1, 2018.

Councillor James Carmody reported that he also attended the Strategic Plan and Business Case presentation for the Pembroke and Area Airport.

Councillor Gary Serviss reported that he attended a Library Board meeting on January 22, 2018 and the Strategic Plan and Business Case presentation for the Pembroke and Area Airport on February 1, 2018. Councillor Serviss also recognized Petawawa native Matthew Peca who recently scored two goals and was credited with three assists after being called up from the minors to play for the Tampa Bay Lightning in the National Hockey League (NHL).

Councillor Murray Rutz reported that he attended several activities during Cabin Fever and he also attended the Strategic Plan and Business Case presentation for the Pembroke and Area Airport.

Mayor Bob Sweet reported that he recently attended five meetings at the County of Renfrew, as well as the Upper Ottawa Valley Chamber of Commerce AGM on January 17, 2018. Mayor Sweet attended the Rural Ontario Municipal Association Conference in Toronto January 21 to 23, 2018. Mayor Sweet participated as an intervenor during the recent hearings for Canadian Nuclear Laboratories' licence extension, where he supported the licence extension and the economic viability of CNL. Mayor Sweet reported that he recently had the opportunity to meet Jane Toller, Warden for MRC Pontiac. Lastly Mayor Sweet attended the Strategic Plan and Business Case presentation for the Pembroke and Area Airport.

## **CLOSED MEETING**

**MOVED BY: Murray Rutz**  
**SECONDED BY: Gary Serviss**

- (13) That the meeting be closed pursuant to Sections 239 (2) (b) and (d) of the *Municipal Act, S.O. 2001, c.25* to discuss personal matters about an identifiable individual, including municipal or local board employees, and to discuss labour relations or

employee negotiations, regarding the creation of a position, the job description, and compensation rate;

And that the meeting also be closed pursuant to Section 239 (2) (e) of the *Municipal Act, S.O. 2001, c.25* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board with respect to an encroachment on municipal property.

**CARRIED**

Council went into closed session at 7:04 p.m.

Council reconvened to open session at 7:32 p.m.

### **BUSINESS ARISING FROM CLOSED SESSION**

A closed meeting was held. Council reviewed a staff proposal to create a position, a job description, and compensation rate and Council received a verbal update from staff regarding litigation with respect to an encroachment on municipal property. There is nothing further to report.

Council voted on the following resolution in open session:

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

- (14) That Council approves the creation of the position of Planning and Development Administrative Assistant, the job description, compensation in the salary grid band 900-999, and confirms the employment of Amy Brazeau in the role effective February 6, 2018.

**CARRIED**

### **CONFIRMING BY-LAW**

**MOVED BY: Tom Mohns**  
**SECONDED BY: Murray Rutz**

- (15) That By-law 1183/18 be read a first, second and third time and passed.

**CARRIED**



**ADJOURNMENT**

**MOVED BY: Gary Serviss**  
**SECONDED BY: Theresa Sabourin**

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

**CARRIED**

The meeting adjourned at 7:35 p.m.

  
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Mayor

  
\_\_\_\_\_  
Clerk