

6:30 p.m.

May 2, 2016

TOWN OF PETAWAWA

REGULAR MEETING OF COUNCIL

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

Also Present: **Daniel Scissons** **Christine Mitchell**
 David Unrau **Annette Mantifel**
 Wayne Bando **Joe McDonald**
 Linda Duncan (6:32 p.m.) **Sean Chase (6:48 p.m.)**
 Mike Giardini **Patricia Leboeuf**
 TVCogeco Pembroke

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: **James Carmody**

- (1) That the agenda for the May 2, 2016 meeting of Council be adopted.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

APPROVAL OF MINUTES

1. Council Meeting (April 18, 2016)

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

- (2) That the minutes of the regular meeting of Council held April 18, 2016 be approved as printed and circulated.

CARRIED

PRESENTATIONS

There were no presentations.

BY-LAWS

Mayor Sweet addressed Council and members of the public regarding the proposed by-laws to adopt the 2016 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 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, Annette Mantifel and the CAO/Clerk, Dan Scissons for leading Council and staff through the budgeting process this year.

The year 2015 was another successful year in terms of growth for the Town of Petawawa. The Building Department issued 283 building permits with a value of over \$19.4 million. Total property assessment for the Town increased by 3.39% from 2015 year-end and now exceeds \$1.8 billion – the Town experienced net assessment growth of 6.6%. It is important to note that 72.9% 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.

For the 2016 year, the County residential tax rate decreased by 0.72% from 2015 which equates to a \$2.49 decrease per \$100,000 residential assessment. The education residential tax rate has decreased by 3.59% which equates to a \$7.00 decrease per \$100,000 residential assessment.

On the revenue side of the 2016 budget, the Town again faces a decrease in the amount of money to be received from the Ontario Municipal Partnership Fund (OMPF). This year the Town will receive \$648,200 which is down \$114,300 or 15% from the 2015 allocation. On the positive side, Federal Gas Tax Funding has increased from its 2015 allocation – up approximately \$23,146 to \$486,086.

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. Although the 2016 municipal residential tax rate will see a 2.04% increase compared to 2015, Petawawa's tax rate still remains one of the lowest in Renfrew County. This translates into municipal taxation of \$317.87 for every \$100,000 of residential assessment.

In addition to the tax rate applicable on property assessment, a special charge is levied for the collection and disposal of organic waste, garbage and recyclables. The 2016 rate remains constant at the 2015 level - \$170 per household to provide this service.

The Town of Petawawa continues to receive quality policing services through a contract arrangement with the Ontario Provincial Police. With the introduction of a new municipal policing cost-recovery formula in 2014, the Town's estimated policing cost for 2016 is valued at \$1.75 million. This is an increase of only \$9,556 from the 2015 estimated cost.

Due to Council's commitment to long-term planning, the municipal budget includes a wide variety of important capital projects. Long-term plans such as the Corporate Strategic Plan, Infrastructure Study, Recreation Master Plan, Asset Management 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 2016 is estimated at \$1.8 million, which includes the following key projects: James Street reconstruction, Radtke Road reconstruction, Civic Centre Road reconstruction including sidewalk and storm sewer construction, sidewalk construction for East Street as well as design work for future road construction projects on Mary Street and Laroche Crescent.

The 2016 budget also includes significant improvements to the Town's buildings as well as vehicle and equipment fleets. The Fire Department has allocated \$25,000 to reserves for the future purchase of a new bush truck. The Public Works Department will be replacing its service van with a four-door ½ tonne truck and it has obtained a new three-tonne truck with blade as per the 2015 budget. To house the increased sand being used for winter control purposes, \$200,000 has been allocated to reserves for a new 4000 tonnes sand dome. At the Municipal Office, work will be completed to upgrade the exterior entrances to provide for accessible access. Funding was received in 2015 from the Federal Enabling Accessibility Fund in the amount of \$11,934 for this project – this amount was placed in reserves last year. In addition, \$246,768 has been budgeted for the purchase and installation of a generator at the Municipal Office which acts as the Emergency Operations Centre during an emergency situation. \$101,079 was placed in reserve last year for this project and it will be withdrawn this year. Fire Station No. 2 will see the painting of its interior as well as fabrication work on the new firefighting survival containers. In 2015, a Facility Condition Assessment report was completed outlining work to be completed on Town buildings. This year's budget includes certain top priority work as outlined in that report.

The Parks and Recreation Department will also see significant investments being made during 2016. \$10,000 has been allocated for hall washroom upgrades, \$16,000 for accessibility door replacements at the Civic Centre, \$12,000 for bleacher replacement and \$10,000 for trail development. A new track and field scoreboard in the amount of \$81,828 has been included in the budget with Canada CIP 150 providing \$40,914 towards the purchase. A total of \$70,000 has been included in the budget for playground rubber surface replacement and accessibility conversion. In addition, work totalling \$126,750 will be completed on the Centennial Park Legacy Project as part of the Town's 150th anniversary.

During the 2016 year, monies will be allocated for work on several important Town plans and studies. A consultant will be hired to complete a Master Fire Plan for the Fire Department which will establish strategic priorities for the delivery of this service. Work will be completed on the consolidated review of the Town's current Zoning By-Law which began in 2015 with the assistance of the County of Renfrew.

In late 2015, the Town engaged the services of Watson & Associates Economists Ltd to conduct a new water and wastewater rate study and to update the Town's Water Financial Plan as required under Ontario Regulation 453/07. This updated rate study helps ensure that forecasted rates address future operating costs as well as long-term financial plan/capital needs. For the 2016 year, all water and wastewater rates will see an increase with the exception of classroom flat rates – flat rate residential water will increase by 5.5% while flat rate wastewater will increase by 7.9% over 2015 rates. A total of \$1,015,484 will be placed into the water reserve this year. Spending for capital improvements to the water system in 2016 will reach over \$1.4 million, including the following projects: \$222,223 as carry-over for the new backup backwash pump system, \$266,153 to replace the water plant roof, \$160,000 to replace the existing PLC and SCADA system, \$382,500 for Black Bay Road looping, \$217,205 for Civic Centre Road work, \$30,000 for looping costs at Portage Landing and \$15,000 for the design of the McGregor Hill water main. A total of \$1,040,571 will be placed into the wastewater reserve this year. Spending for capital improvements to the wastewater system in 2016 will reach over \$400,000 including the following projects: \$44,724 to replace the roof on the digesters, \$50,000 for Earl Street section replacement and \$272,500 for the purchase and installation of a generator at the Renfrew Street Pumping Station.

2016 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 2016 budget and resulting tax implications are strong evidence of the Town of Petawawa's commitment to financial sustainability and excellence in customer service.

1. By-law 1042/16 – 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 2016.

MOVED BY: Treena Lemay
SECONDED BY: Gary Serviss

- (3) That By-law 1042/16, 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 2016, be read a first and second time.

CARRIED

MOVED BY: Gary Serviss
SECONDED BY: Treena Lemay

- (4) That By-law 1042/16, be read a third time and passed.

CARRIED

2. By-law 1043/16 – 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 2016.

MOVED BY: Tom Mohns
SECONDED BY: Theresa Sabourin

- (5) That By-law 1043/16, 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 2016, be read a first and second time.

CARRIED

MOVED BY: Theresa Sabourin
SECONDED BY: Tom Mohns

- (6) That By-law 1043/16, be read a third time and passed.

CARRIED

CORRESPONDENCE

There was no correspondence.

MINUTES

1. Council-in-Committee Meeting (April 25, 2016)

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

- (7) That the minutes of the Council-in-Committee meeting held April 25, 2016 be accepted by Council and that resolutions from that Committee become resolutions of Council.

CARRIED

2. Festival Hall Committee (December 1, 2015)

Councillor Murray Rutz provided an overview of the recent activities of the Festival Hall Committee

MOVED BY: Murray Rutz
SECONDED BY: Treena Lemay

- (8) That the minutes of the Festival Hall Committee meeting held on December 1, 2015 be adopted as information.

CARRIED

3. Petawawa Accessibility Advisory Committee (March 17, 2016)

Councillor Theresa Sabourin provided an overview of the recent activities of the Petawawa Accessibility Advisory Committee noting that a new member Sharon Slaney has joined the Committee and that Jennifer and Richard Holohan have resigned from the Committee, deciding to spend their community time in pursuit of other interests.

MOVED BY: Theresa Sabourin

SECONDED BY: Gary Serviss

- (9) That the minutes of the Petawawa Accessibility Advisory Committee meeting held on March 17, 2016 be adopted as information.

CARRIED

4. Petawawa Police Services Board (March 24, 2016 and April 9, 2016)

Councillor Treena Lemay provided an overview of the recent activities of the Petawawa Police Services Board.

MOVED BY: Treena Lemay

SECONDED BY: Murray Rutz

- (10) That the minutes of the Petawawa Police Services Board meeting held on March 24 and April 9, 2016 be adopted as information.

CARRIED

STAFF REPORTS

1. PW-08-2016 – Roof Replacement at Water Treatment and Waste Water Treatment Plants (Tender PW-06-2016)

David Unrau, Director of Public Works reported that eight firms collected tender packages and five firms submitted complete bids on the advertised tender which closed April 20, 2016. Mr. Unrau reported that the bid from J.G. Fitzgerald & Sons came in under budget.

MOVED BY: Theresa Sabourin

SECONDED BY: Tom Mohns

- (11) That Council approves the award of PW-06-2016 – Roof Replacement at the Water Treatment and Waste Water Treatment Plants to J.G. Fitzgerald & Sons in the amount of \$292,500 + HST.

CARRIED

COUNCILLOR REPORTS

Deputy Mayor Tom Mohns – nothing to report.

Councillor Theresa Sabourin reported that she attended an event at Festival Hall on April 7th, and noted how fortunate our community is to have such a wonderful resource for entertainment. Councillor Sabourin attended the Pembroke and Area Airport Commission Executive and Committee meetings and participated in a tender opening at the Municipal Office. Councillor Sabourin also participated in the spring Petawawa Showcase event.

Councillor James Carmody reported that he attended the Pembroke and Area Airport Commission Executive and Committee meetings. Councillor Carmody also attended a meeting of the Petawawa Public Library Board as well as participating in the Petawawa Spring Showcase event.

Councillor Gary Serviss reported that he attended Petawawa Spring Showcase event as well as a Petawawa Public Library Board meeting. Councillor Serviss thanked Nancy Anderchek for her community service with the Library Board and wished her and her family success on their relocation.

Councillor Murray Rutz reported that he attended the April 26th meeting of the Festival Hall Committee and noted the great partnerships and relationship building that is occurring. Councillor Rutz reported that the online ticket ordering system accounts for 42% of the transactions occurring at Festival Hall and that 25% of all tickets sold are to residents of Petawawa. Councillor Rutz further noted that the online system facilitated the sale of more than 1,700 tickets in a one hour period for an upcoming dance competition.

Councillor Treena Lemay reported that the Petawawa Police Services Board participated in the Petawawa Spring Showcase event. Councillor Lemay reported that many people pledged to not drive and text, so much so, that they filled the banner. Councillor Lemay thanked Council for their leadership and participation in the distracted driving campaign and reminded everyone that the OPP would be conducting focused patrols targeting distracted drivers throughout the coming week. Councillor Lemay noted, that a progress report on the Highway 17 campaign could be brought forward at Councils discretion. Mayor Sweet suggested that May 16, 2016 would be a good time as Warden Peter Emon would be making a presentation about the progress of Highway 17 expansion on behalf of County Council.

Mayor Bob Sweet reported that he participated in an interview for the revision of the Petawawa Military Family Resource Centre job bank website. Mayor Sweet reported that he was in attendance at the Canadian Nuclear Laboratories announcement of infrastructure funding, roughly \$800 million, exclusive of the NRU. Mayor Sweet attended the Petawawa Inclusion Project executive meeting, two Eastern Ontario Regional Network meetings, two County Development and Property meetings, a Finance and Committee meeting and a Renfrew County Council meeting. Mayor Sweet reported participating in Association of Municipalities of Ontario and Memorandum of Understanding meetings. Mayor Sweet congratulated Doug and Kathleen Stoneman on their retirement after more than 16 years of producing Petawawa Showcase. Mayor Sweet also reported that he was pleased to be

coming forward with a presentation on May 16th regarding the joint purchase of 296 km of Canadian Pacific Railway line running through Renfrew, Lanark and Papineau.

Councillor Lemay took the opportunity, on behalf of Council, to congratulate Mayor Sweet on his tireless work with respect to acquiring the CP rail line. Councillor Lemay noted what a legacy for both Mayor Sweet and the residents of the County this trail network will be.

CLOSED MEETING

MOVED BY: Gary Serviss
SECONDED BY: Murray Rutz

- (12) That the meeting be closed pursuant to Section 239 (2) (b) of the *Municipal Act, S.O. 2001, c.25* to discuss personal matters about an identifiable individual, including municipal or local board employees, regarding the following matters:
1. Review application for appointment to the Petawawa Public Library Board; and
 2. Consider the review of a report prepared under human resources corporate policies and procedures

Council went into closed session at 7:19 p.m.

Council reconvened to open session at 7:38 p.m.

BUSINESS ARISING FROM CLOSED SESSION

A closed meeting was held. The first item Council considered were the qualifications of applicants for appointment to the Petawawa Public Library Board and the second item addressed was to consider the review of a report prepared under human resources corporate policies and procedures.

Council voted on the following resolution in open session:

MOVED BY: Gary Serviss
SECONDED BY: James Carmody

- (13) That Declan Rowan be appointed to fill the vacancy on the Petawawa Public Library Board for a term concurrent with Council, and that a by-law be brought forward to the May 16, 2016 Council meeting to make the appointment in accordance with By-law 36/98 and the *Public Libraries Act*.

With respect to the matter of reviewing a report prepared under human resources corporate policies and procedures direction was given to the CAO/Clerk. There is nothing further to report.

CONFIRMING BY-LAW

MOVED BY: Murray Rutz

SECONDED BY: Tom Mohns

(14) That By-law 1044/16 be read a first, second and third time and passed.

CARRIED

ADJOURNMENT

MOVED BY: Gary Serviss

SECONDED BY: Murray Rutz


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

CARRIED

The meeting adjourned at 7:42 p.m.



Mayor



Clerk