



Town of Petawawa
Regular Electronic Meeting of Council Minutes
February 7, 2022 at 6:30 p.m.

Present:

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

Regrets:

Councillor Matthew McLean

Also Present:

Daniel Scissons, CAO
Colin Howard, Clerk
Dawn Recoskie, Deputy Clerk
Annette Mantifel, Treasurer
Karen Cronier, Director of Planning and Development
Shawn Behnke, Combetek Multimedia

This meeting was held virtually using Zoom Video Communications; it was aired live on the Town's YouTube Channel and recorded for future viewership. The only participants physically present in the Council Chambers included Mayor Bob Sweet and Colin Howard, Clerk.

Call to Order (Moment of Silent Reflection)

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

Approval of Agenda

Resolution #1

Moved by Murray Rutz

Seconded by Theresa Sabourin

That the agenda for the February 7, 2022 regular electronic meeting of Council be adopted.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. Council Meeting (January 17, 2022)

Resolution #2

Moved by Gary Serviss

Seconded by James Carmody

That the minutes of the electronic meeting of Council held January 17, 2022 be approved as printed and circulated.

Carried

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 2022 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 programs for 2022. The impacts of these budgets will affect those residents using those respective services.

Council and staff have worked diligently to prepare these budgets maintaining a foundation of sustainable financial planning while never compromising the service demands of our residents. Thanks to the tremendous hard work and dedication of our team, we present spending plans that reflect our core value of fiscal responsibility. I would like to specifically acknowledge the Treasurer, Annette Mantifel, and the CAO, Dan Scissons, for their leadership during the budgeting process.

On the revenue side of the 2022 general budget, the Town continues to face challenges that impact our ability to meet the increasing costs associated with service delivery. The Ontario Municipal Partnership Fund (OMPF), has been reduced by \$43,100.00 (15%) from 2021; over the past 11 years the reduction from \$1.4 million to its current level of approximately \$244,700.00. This ongoing reduction in sustainable funding along with rising service delivery costs has necessitated an increase in the Town's tax levy.

While payments in lieu of taxes remains a concern, other critical government allocations are significant. The Federal Gas Tax will remain the same as 2021, in the amount of

\$545,088.00. We will also be drawing the \$524,000.00 Gas Tax Top Up received last year into this year's budget. Revenue received from the 2022 Ontario Community Infrastructure Fund (OCIF) is in the amount of \$896,000.00.

These inputs support general, waterworks and sewage system budgets that allow the Town to continue to provide high quality services to residents with some significant and impressive capital projects within our pay as you go philosophy, all while maintaining a debt free community.

Residential property owners can expect Town taxes to increase by approximately \$17.00 per \$100,000.00 in assessment over last year. The 2022 average residence is assessed at \$254,000.00 which equates to an additional \$42.00 in lower tier tax levy. Customers of the municipal waterworks will see a \$17.25 increase and residential use of the sewage system will increase by \$5.14 over 2021 rates. Adjustments to user rates supports the current provision of efficient services and ensures the sustainability of these vital assets well into the future.

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 Community Services Department and Library facilities provide progressive and outstanding programming for all our residents. Our reputation for providing a high level of service at a reasonable public cost remains unchanged.

Council's commitment to efficiency, modernization and long-term planning is reflected in this budget with the support of guiding documents; such as, the Fire Master Plan, a comprehensive and evolving Asset Management Plan and an updated Official Plan. These documents along with our endorsed Parks and Recreation Master Plan, Active Transportation Plan, Economic Action Strategy, Infrastructure Study and vehicle and equipment replacement schedules provide us with a roadmap of planned spending our departments need to realize success in maintaining exceptional core services to the residents. We will continue to pursue partnerships with our neighbours and associative networks where a coordinated approach to delivering municipal services is both logical and fiscally responsible.

Total road infrastructure spending for 2022 is estimated at \$5 million on capital projects such as the continuing rehabilitation of Airport Road (from Len Hopkins to Doran), major rehabilitation work to Albert Street (from Victoria to Louise) which will include concrete curbs, a multi-use pathway and upgrades to the stormwater, sanitary and drainage. Additional rehabilitation projects include Volunteer Way, Gutzman Road, Len Hopkins Drive and Steffen Street. Road reconstruction will be completed on Eichstaedt and Pitzner, and the completion of Portage Road Phase One.

Investment in our vehicle and equipment inventory will include the replacement of an existing tractor and tandem truck in Public Works, Community Services will replace two Kubota zero-turn mowers, and the Fire Department will acquire a water rescue boat. Money has been placed in reserves for the future replacement of the Fire Department's pumper truck, and the Civic Centre ice resurfer.

Community Services will be improving the streetscape and entrance to Petawawa Point along with dock rehabilitation. Major department projects for the year include, the construction of Laurentian Highlands Park, a Trail Concept Plan for Radtke Estates, the Town's 25th Anniversary Celebration along with development of a legacy project along the Algonquin Trail, and the replacement of the playground structure at Fish Hatchery Park.

Water and sewer capital projects are over \$5.2 million which includes system upgrades at the sewage treatment plant as well as work being done on the Renfrew Street Pumping Station and water main looping and distribution improvements.

2022 will be another challenging year in our growing municipality. These budgets reflect Council's commitment to ensuring that this growth is supported by appropriate investments in our infrastructure and capital assets. I join with Council in expressing confidence that the spending program introduced will reinforce our adherence to financial sustainability and excellence in customer service.

1. By-law 1476/22 – being a by-law to adopt estimates of all sums required for municipal purposes during the year 2022

Resolution #3

Moved by Gary Serviss

Seconded by Tom Mohns

That By-law 1476/22, being a by-law to adopt estimates of all sums required for municipal purposes during the year 2022, be read a first and second time.

Carried

Resolution #4

Moved by Theresa Sabourin

Seconded by James Carmody

That By-law 1476/22 be read a third time and passed.

Carried

2. By-law 1477/22 – 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 2022

Resolution #5

Moved by Murray Rutz

Seconded by Tom Mohns

That By-law 1477/22, 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 2022, be read a first and second time.

Carried

Resolution #6

Moved by Gary Serviss

Seconded by Theresa Sabourin

That By-law 1477/22 be read a third time and passed.

Carried

3. By-law 1478/22 – being a by-law to provide that Section 50 (5) of the *Planning Act* not apply to Block 50 Registered Plan 49M-89

Report #PL-2-2022 – Lifting Part Lot Control, Block 50 Plan 49M-89, Legacy Homes, Chad Street

Resolution #7

Moved by Murray Rutz

Seconded by James Carmody

That By-law 1478/22, being a by-law to provide that Section 50 (5) of the *Planning Act* not apply to Block 50 Registered Plan 49M-89, be read a first and second time.

Carried

Resolution #8

Moved by Gary Serviss

Seconded by Tom Mohns

That By-law 1478/22 be read a third time and passed.

Carried

Correspondence

There were no items of correspondence.

Minutes

1. Council-In Committee (January 24, 2022)

Resolution #9

Moved by Theresa Sabourin

Seconded by Murray Rutz

That the minutes of the electronic Council-In-Committee meeting held on January 24, 2022 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Petawawa Police Services Board Meeting (December 15, 2021)

Councillor James Carmody provided an overview of the recent activities of the Petawawa Police Services Board.

Resolution #10

Moved by James Carmody

Seconded by Murray Rutz

That the minutes of the Petawawa Police Services Board meeting held on December 15, 2021 be adopted as information.

Carried

3. Petawawa Business Advisory Network Meeting (January 11, 2022)

Councillor Theresa Sabourin provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #11

Moved by Theresa Sabourin

Seconded by Murray Rutz

That the minutes of the Petawawa Business Advisory Network meeting held on January 11, 2022 be adopted as information.

Carried

Staff Reports

1. ADMIN-02-2022 – Award of Contract – Electronic Voting Services for 2022 Municipal Election

Colin Howard, Clerk, provided an overview of the report.

Resolution #12

Moved by Murray Rutz

Seconded by James Carmody

That Council authorizes the Mayor and Clerk to enter into an agreement with Voatz Canada Ltd., pursuant to the results of Joint Request for Proposal MM-2021-01, for the provision of electronic voting services for the 2022 municipal election.

Carried

Councillor Reports

Councillor James Carmody – nothing to report.

Councillor Tom Mohns – nothing to report.

Councillor Murray Rutz reported he attended the Town's 25th Anniversary Organizing Committee meeting on January 18, 2022. Councillor Rutz also reported on the rescheduling of Festival Hall events due to COVID-19, and reminded Council, staff and

residents of the Festival Hall fundraising seat campaign. Councillor Rutz thanked the County of Renfrew for the letter of support received for the Pembroke and Area Airport Commission.

Councillor Theresa Sabourin reported she attended the Petawawa Business Advisory Network meeting on January 11, 2022 and the Town's 25th Anniversary Organizing Committee meeting on January 18, 2022. Councillor Sabourin also chaired the Petawawa Accessibility Advisory Committee meeting on January 27, 2022. Councillor Sabourin reminded Council, staff and residents of the Sounds of Business events which are held each month at a Petawawa business location.

Deputy Mayor Gary Serviss reported he attended the Petawawa Public Library Board meeting on January 24, 2022. Deputy Mayor Serviss thanked Councillor Matthew McLean and Executive Assistant Kate Bennett for their contributions to the spring edition of the Town Times included in the upcoming Community Guide publication. Deputy Mayor Serviss also reported that nine out of 30 banners have been sponsored for the Veterans Banner Program.

Mayor Bob Sweet reported he participated in an electronic meeting with the Premier of Ontario and Minister of Finance to discuss various funding challenges facing local municipalities. Mayor Sweet participated in a County of Renfrew presentation to Caroline Mulroney, Ontario Minister of Transportation to request funding for the completion of the Algonquin Trail. Mayor Sweet also reported he recently attended several County of Renfrew meetings including Development and Property Committee, Finance and Administration Committee, Algonquin Trail Advisory Committee, and K & P Recreational Management Advisory Committee.

Closed Meeting

Resolution #13

Moved by James Carmody

Seconded by Murray Rutz

That the meeting be closed pursuant to Section 239 (2) (b) and (d) of the *Municipal Act, S.O. 2001, c.25*, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees, and labour relations or employee negotiations regarding the recruitment process for the position of Chief Building Official.

Carried

Council went into closed session at 7:03 p.m.

Council reconvened to open session at 7:10 p.m.

Business Arising from Closed Session

A closed meeting was held. Council discussed the recruitment process and preferred candidate for the position of Chief Building Official. Direction was given to the CAO.

Council voted on the following resolution in open session:

Resolution #14

Moved by Murray Rutz

Seconded by James Carmody

That Council hires Mr. Vincent MacNeil as Chief Building Official with an effective start date of February 28, 2022.

Carried

Confirming By-law

Resolution #15

Moved by Theresa Sabourin

Seconded by Gary Serviss

That By-law 1479/22 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #16

Moved by Murray Rutz

Seconded by James Carmody

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:13 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)