



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**December 6, 2021 at 6:30 p.m.**

**Present:**

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

**Also Present:**

Daniel Scissons, CAO  
Colin Howard, Clerk  
Dawn Recoskie, Deputy Clerk  
Annette Mantifel, Treasurer  
Peter Simcisko, Managing Partner, Watson & Associates Economists Ltd.  
Rudy Kadlec, myFM

**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 James Carmody**

That the agenda for the December 6, 2021 regular meeting of Council be adopted.

**Carried**

**Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

## **Approval of Minutes**

### 1. Council Meeting (November 15, 2021)

#### Resolution #2

**Moved by Gary Serviss**

**Seconded by Theresa Sabourin**

That the minutes of the meeting of Council held November 15, 2021 be approved as printed and circulated.

**Carried**

## **Public Meeting**

### 1. Development Charges Study Update and Draft Amending Development Charges By-law – Peter Simcisko, Managing Partner, Watson & Associates Economists Ltd.

The Public Meeting was opened by the Mayor at 6:31 p.m. Annette Mantifel, Treasurer, welcomed Peter Simcisko, Managing Partner, Watson & Associates Economists Ltd. Mr. Simcisko advised that Notice of the Public Meeting had been provided as required under the *Development Charges Act, 1997*, (D.C.A.). The purpose of the public meeting is to provide an overview of the proposed amendments and to receive public input prior to Council's consideration of the passing of a by-law.

Mr. Simcisko presented the development charges study update and the draft amending by-law. Mr. Simcisko highlighted the amendments to the D.C.A. made through the *More Homes, More Choice Act*, and *COVID-19 Economic Recovery Act*.

Mr. Simcisko highlighted the changes to development charges eligible costs, including changes to projects and capital cost estimates. The proposed changes include an increase of \$1,089 for an urban area residential single dwelling and a \$0.60 increase per square foot for non-residential urban.

Mr. Simcisko reported Council's next steps are to receive input from the public, consider any amendments to the D.C. Update Study, and finalize the Development Charges Interest Rate Policy, prior to adopting the amending by-law on January 17, 2022.

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

Mayor Sweet declared the Public Meeting closed at 6:50 p.m.

Subsequent to the closure of the public meeting, Council adopted the following resolution:

Resolution #3

**Moved by Murray Rutz**

**Seconded by James Carmody**

That the Town of Petawawa 2021 Development Charges Update Study dated November 17, 2021 and related Addendum dated December 1, 2021, be approved as presented; and

That the By-law to amend Development Charges By-law 1280/19 be brought forward to the January 17, 2022 meeting of Council for consideration.

**Carried**

**Presentations**

There were no presentations.

**By-laws**

1. By-law 1455/21 – being a by-law to authorize a Development Agreement with 2681746 Ontario Limited (Subway)

Resolution #4

**Moved by Gary Serviss**

**Seconded by Theresa Sabourin**

That By-law 1455/21, being a by-law to authorize a Development Agreement with 2681746 Ontario Limited (Subway), be read a first and second time.

**Carried**

Resolution #5

**Moved by James Carmody**

**Seconded by Matthew McLean**

That By-law 1455/21 be read a third time and passed.

**Carried**

2. By-law 1456/21 – being a by-law to provide that section 50(5) of the Planning Act not apply to Block 58 Registered Plan 49M-89

Resolution #6

**Moved by Tom Mohns**

**Seconded by Matthew McLean**

That By-law 1456/21, being a by-law to provide that section 50(5) of the Planning Act not apply to Block 58 Registered Plan 49M-89, be read a first and second time.

**Carried**

Resolution #7

**Moved by Murray Rutz**

**Seconded by Gary Serviss**

That By-law 1456/21 be read a third time and passed.

**Carried**

### **Correspondence**

There were no items of correspondence.

### **Minutes**

1. Council-In-Committee Meeting (November 22, 2021)

Resolution #8

**Moved by James Carmody**

**Seconded by Gary Serviss**

That the minutes of the Council-In-Committee meeting held on November 22, 2021 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Ottawa Valley Waste Management Board (July 15, 2021)

Councillor Tom Mohns provided an overview of the recent activities of the Ottawa Valley Waste Management Board.

Resolution #9

**Moved by Tom Mohns**

**Seconded by Murray Rutz**

That the minutes of the Ottawa Valley Waste Management Board meeting held on July 15, 2021 be adopted as information.

**Carried**

3. Pembroke and Area Airport Commission (September 16, 2021)

Councillor Murray Rutz provided an overview of the recent activities of the Pembroke and Area Airport Commission.

Resolution #10

**Moved by Murray Rutz**

**Seconded by Tom Mohns**

That the minutes of the Pembroke and Area Airport Commission meeting held on September 16, 2021 be adopted as information.

**Carried**

4. Petawawa Public Library Board (September 27, 2021 & October 25, 2021)

Deputy Mayor Gary Serviss provided an overview of the recent activities of the Petawawa Public Library Board.

Resolution #11

**Moved by Gary Serviss**

**Seconded by James Carmody**

That the minutes of the Petawawa Public Library Board meetings held on September 27, 2021 and October 25, 2021 be adopted as information.

**Carried**

5. Petawawa Accessibility Advisory Committee (October 28, 2021)

Councillor Theresa Sabourin provided an overview of the recent activities of the Petawawa Accessibility Advisory Committee.

Resolution #12

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on October 28, 2021 be adopted as information.

**Carried**

**Staff Reports**

1. FM-08-2021 – Development Charge Interest Rate Policy

Annette Mantifel, Treasurer, provided an overview of the report.

Resolution #13

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

Be it resolved that Council of the Corporation of the Town of Petawawa approves the Development Charge Interest Rate Policy as presented and that a by-law be brought forward to formally approve the policy at the same time a by-law is adopted to amend Development Charges By-law 1280/19.

**Carried**

2. CAO-07-2021 – COVID-19 Vaccination Policy

Daniel Scissons, CAO, provided an overview of the report. Mr. Scissons explained the draft policy responds to Dr. Cushman's request encouraging municipalities to enact a COVID-19 vaccination policy. The Town's policy is based upon the County of Renfrew vaccination framework and was drafted in collaboration with neighbouring municipalities.

Resolution #14

**Moved by James Carmody**

**Seconded by Gary Serviss**

That Council approves Policy # G-08 COVID-19 Vaccination, and that the Town's Human Resources Corporate Policies and Procedures By-law 843/13 be amended to include the policy.

**Carried**

### **Councillor Reports**

Mayor Bob Sweet reported he recently attended several Town of Petawawa and County of Renfrew meetings including: Ottawa Valley Recreational Trail Advisory Committee; Renfrew County Community Futures; Review Committee for the 2021 Warden's Awards; Deep River Community Health Committee; Ontario Winter Games Organizing Committee; and Petawawa Police Services Board. Mayor Sweet also reported he attended the Code of Conduct seminar hosted by Integrity Commissioner Tony Fleming. Mayor Sweet participated in the Petawawa Santa Claus Parade on December 4<sup>th</sup> and congratulated staff and volunteers for a very successful and well attended event. Mayor Sweet reported he attended the Roger's Hometown Hockey reception in Pembroke on December 5<sup>th</sup>.

Deputy Mayor Gary Serviss reported he participated in the media release on December 3<sup>rd</sup> for the Veterans Banner Program. Deputy Mayor Serviss also attended the Santa Claus Parade and congratulated staff and volunteers for a great event and tree lighting ceremony.

Councillor Theresa Sabourin reported that she attended Town's 25<sup>th</sup> Anniversary Organizing Committee meeting on November 3<sup>rd</sup>. Councillor Sabourin also attended the Code of Conduct seminar hosted by Integrity Commissioner Tony Fleming and chaired the Petawawa Accessibility Advisory Committee meeting on November 25<sup>th</sup>.

Councillor James Carmody reported he attended the OAPSB Zone 2 fall meeting in Ottawa on November 26<sup>th</sup>. Councillor Carmody also reported he attended the Petawawa Police Services Board meeting and the presentation of the Community Safety and Well-Being Plan on November 17<sup>th</sup>. Councillor Carmody also attended the Veterans Banner Program media release on December 3<sup>rd</sup> and an event at Festival Hall on December 4<sup>th</sup>.

Councillor Tom Mohns reported he attended an Ottawa Valley Waste Management Board meeting and reported the Board adopted a COVID-19 vaccination policy and approved its upcoming 2022 budget.

Councillor Murray Rutz reported that he also attended the Petawawa Police Services Board meeting and the presentation of the Community Safety and Well-Being Plan on November 17<sup>th</sup>. Councillor Rutz also attended a recent Pembroke and Area Airport Commission meeting. Councillor Rutz reported the Festival Hall Seating Fundraising Campaign has launched after receiving federal grant funding of \$76,040. Councillor Rutz also attended the Veterans Banner Program media release on December 3<sup>rd</sup>; the

Petawawa Santa Claus Parade and Roger's Hometown Hockey event both on December 4<sup>th</sup>.

Councillor Matthew McLean – nothing to report.

**Closed Meeting**

There was no closed meeting.

**Confirming By-law**

Resolution #15

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

That By-law 1457/21 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #16

**Moved by Gary Serviss**

**Seconded by James Carmody**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:51 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)