

6:30 p.m.

February 1, 2021

**TOWN OF PETAWAWA**

**REGULAR MEETING OF COUNCIL**  
**ELECTRONIC MEETING**

**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**                    **Kate Bennett**  
                                 **Annette Mantifel**                    **Karen Cronier**  
                                 **Sheila Whiting**                    **Emilie Coyle**  
                                 **Paul Black**                    **Shawn Behnke**

**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; Daniel Scissons, CAO/Clerk; and Kate Bennett, Executive Assistant.**

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

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

**APPROVAL OF AGENDA**

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

- (1) That the agenda for the February 1, 2021 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 18, 2021)

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

- (2) That the minutes of the electronic regular meeting of Council held January 18, 2021 be approved as printed and circulated.

**CARRIED**

## **PUBLIC MEETING**

1. Zoning By-law Amendment (from “Community Facility” to “Residential One – Exception Fifty-Two”) – Sheila S. Whiting, Part of Lot 21, Concession 2, 912 Doran Road, in the Town of Petawawa

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.

Ms. Cronier explained the purpose and effect of the proposed amendment is to rezone the severed and retained lands in Consent File B58/20 from Community Facility (CF) to Residential One – Exception Fifty-Two (R1-E52) to permit a change in use from a vacant school to a residential use. The exception zone is required to reduce the minimum lot area from 2,000 square metres to 1,900 square metres. All other provisions of the Zoning By-law shall 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.

Mayor Sweet declared the Public Meeting closed at 6:41 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 2021 budgets, as follows:

*Good evening members of Council, staff, Petawawa residents and ratepayers. At tonight’s meeting, Council will have the opportunity to pass by-laws approving comprehensive general, waterworks and sewage municipal spending programs for 2021. 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 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/Clerk, Dan Scissons, for their leadership during the budgeting process.*

*On the revenue side of the 2021 general 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 (OMPF), down by \$50,700 (15%) from the 2020 funding amount. We expect to receive \$287,800 in 2021; down from the \$338,500 in 2020 and a decrease of nearly \$665,300 from the amount received in 2014. This ongoing reduction in sustainable funding along with rising service delivery costs has necessitated an increase in the Town's tax levy. On a positive note, we continue to receive Federal Gas Tax funding, this year in the amount of \$545,088 and \$401,999 from the Ontario Community Infrastructure Fund. We also acknowledge federal and provincial assistance under the Safe Restart Agreement that financially supports the operational impacts of COVID-19.*

*Council has worked determinedly to ensure that the 2021 spending program will have immediate and significant impacts to the ratepayers of this community, acknowledging that residential property owners bear the major share of any additional financial burden. As always, Council remains committed to seeking sustainable efficiencies which will positively impact future budgets.*

*The budgets before us this evening support our efforts to provide high quality services to the community with some significant and impressive capital projects within our pay as you go philosophy, all while maintaining a fundamentally debt free balance sheet.*

*Residential property owners can expect the Town portion of taxes to increase by approximately \$19.25 per \$100,000 in assessment over last year. The 2021 average residence is assessed at \$252,000 which translates into an increase of approximately \$48.52 on the lower tier bill. Increased costs associated with garbage, organics and recycling collection and disposal necessitates a per unit charge of \$215 this year. Customers of the municipal waterworks will see a \$14.49 increase to their residential bill while homeowners served by the sewage system will see no increase. These user rates have been calculated in support of the current provision of efficient services and to ensure 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 anticipated updating of some guiding documents; the Corporate Strategic Plan, a Fire Master Plan, continued work on the Asset Management Plan, and a review of Building service delivery will occur in this fiscal year. 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.*

*Road and associated infrastructure spending for 2021 is estimated at \$4.6 million on projects such as the rehabilitation of Portage Road, Hilda Street, Scott Avenue, Laura Street, Airport Road and Biesenthal Road; in addition to the replacement of the Kramer Avenue culvert. Active Transportation Works include improvements completed along Laurentian Drive together with the erection of bike signage.*

*Investment in our vehicle and equipment inventory will include the replacement of the Fire Department bush truck, Community Services pick-up truck, Public Works ¾ ton truck and a new tractor/backhoe/loader combination. The Fire Department will place further money into reserves for the future replacement of the pumper truck.*

*Community Services will be moving forward with design work for the Laurentian Highlands Park, much-needed boat launch repairs at Petawawa Point and solar lighting replacement for the Highway 17 West entrance sign. Over \$1 million is earmarked for the replacement of the Civic Centre arena floor including brine header and renovations to the upstairs hall washrooms.*

*Under Planning and Development work will begin on the Official Plan updates while under our enhanced Economic Development program, a Community Improvement Plan study will be undertaken along with an initial allocation to support any potential 2021 grants.*

*Within the water and sewage budgets approximately \$4.3 million will be spent on infrastructure projects including collection and distribution system work along Scott Avenue and Portage Road, as well as Kramer Avenue watermain looping. In addition, there are capital projects within both treatment plants and the Renfrew Street Pumping Station.*

*2021 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 1386/21 – being a by-law to adopt estimates of all sums required for municipal purposes during the year 2021

**MOVED BY: Murray Rutz**  
**SECONDED BY: Theresa Sabourin**

- (3) That By-law 1386/21, being a by-law to adopt estimates of all sums required for municipal purposes during the year 2021, be read a first and second time.

**CARRIED**

**MOVED BY: Gary Serviss**  
**SECONDED BY: Matthew McLean**

- (4) That By-law 1386/21, be read a third time and passed.

**CARRIED**

2. By-law 1387/21 – 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 2021

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

- (5) That By-law 1387/21, 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 2021, be read a first and second time.

**CARRIED**

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Matthew McLean**

- (6) That By-law 1387/21, be read a third time and passed.

**CARRIED**

3. By-law 1388/21 – being a by-law to amend By-law Number 456/07 of the Corporation of the Town of Petawawa, as amended (from “Community Facility” to “Residential One – Exception Fifty-Two”, Part of Lot 21, Concession 2, 912 Doran Road, in the Town of Petawawa)

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

- (7) That By-law 1388/21, 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: Tom Mohns**

- (8) That By-law 1388/21, be read a third time and passed.

**CARRIED**

4. By-law 1389/21 – being a by-law to provide that Section 50(5) of the Planning Act not apply to Block 57 Registered Plan 49M-89

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

- (9) That By-law 1389/21, being a by-law to provide that Section 50(5) of the Planning Act not apply to Block 57 Registered Plan 49M-89, be read a first and second time.

**CARRIED**

**MOVED BY: Matthew McLean**  
**SECONDED BY: Theresa Sabourin**

- (10) That By-law 1389/21, be read a third time and passed.

**CARRIED**

**CORRESPONDENCE**

There were no items of correspondence.

**MINUTES**

1. Council-in-Committee Meeting (January 25, 2021)

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

- (11) That the minutes of the electronic Council-in-Committee meeting held on January 25, 2021 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**CARRIED**

2. Pembroke and Area Airport Commission (November 19, 2020)

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

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

- (12) That the minutes of the Pembroke and Area Airport Commission meeting held on November 19, 2020 be adopted as information.

**CARRIED**

3. Petawawa Accessibility Advisory Committee (November 26, 2020)

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

**MOVED BY: Theresa Sabourin**  
**SECONDED BY: Murray Rutz**

- (13) That the minutes of the Petawawa Accessibility Advisory Committee meeting held on November 26, 2020 be adopted as information.

**CARRIED**

4. Petawawa Police Services Board (December 16, 2020)

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

**MOVED BY: James Carmody**

**SECONDED BY: Matthew McLean**

- (14) That the minutes of the Petawawa Police Services Board meeting held on December 16, 2020 be adopted as information.

**CARRIED**

**STAFF REPORTS**

There were no staff reports.

**COUNCILLOR REPORTS**

Councillor Murray Rutz reported he attended a Pembroke and Area Airport Commission meeting on January 21, highlighting funds raised and pledged for the runway project is currently in the amount of \$228,120.40. Councillor Rutz also provided an overview of the 2020 airport activities, noting there were 3,440 movements which is a slight decrease due to COVID-19 restrictions.

Deputy Mayor Gary Serviss reported he attended a virtual Petawawa Public Library Board meeting on January 25 and the budget workshop on January 26. Deputy Mayor Serviss recognized the Treasurer, Annette Mantifel, CAO, Daniel Scissons, members of Council, and department heads that collaborated on successful budget deliberations.

Councillor Theresa Sabourin reported she attended the January 26 budget workshop and commented on the significant investments in infrastructure projects. Councillor Sabourin chaired a virtual Accessibility Advisory Committee meeting on January 28, noting the reworking of the annual workplan to be a synthesis of initiatives between the Committee and municipal departments.

Councillor James Carmody reported he attended three virtual meetings recently; Petawawa Police Services Board on January 20, Petawawa Public Library Board on January 25, and the budget workshop on January 26.

Councillor Matthew McLean reported he attended the budget workshop.

Councillor Tom Mohns reported he attended a Pembroke and Area Airport Commission meeting on January 21 and congratulated Councillor Rutz on being elected to the Executive Committee. Councillor Mohns also reported he attended the budget workshop.

Mayor Bob Sweet reported he attended several meetings recently, including the County's budget deliberations earlier in the day. Mayor Sweet met with Warden Robinson and MPP Yakabuski to discuss broadband, the Algonquin Trail, and the Renfrew County Virtual Triage and Assessment Centre. Mayor Sweet also reported he made a presentation to the Parliamentary Assistant to the Minister of Infrastructure at the virtual Rural Ontario Municipal Association conference to discuss funding opportunities for the grubbing, grading and application of stone dust on the Algonquin Trail.

**CLOSED MEETING**

There was no closed meeting.

**CONFIRMING BY-LAW**

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

(15) That By-law 1390/21 be read a first, second and third time and passed.

**CARRIED**


**ADJOURNMENT**


**MOVED BY: Murray Rutz**  
**SECONDED BY: Matthew McLean**

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

**CARRIED**

The meeting adjourned at 7:13 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk