



Town of Petawawa
Regular Meeting of Council Minutes
February 6, 2023 at 6:30 p.m.

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor James Carmody
Councillor Lisa Coutu
Councillor Adam Driscoll
Councillor Karen Donovan
Councillor Murray Rutz

Also Present:

Daniel Scissons, CAO
Colin Howard, Clerk
Brenda Northey
Rudy Kadlec, myFM

Call to Order

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

Land Acknowledgement

The land acknowledgement was read.

Moment of Silent Reflection

Mayor Serviss asked those in attendance to stand for a moment of silent reflection.

Approval of Agenda

Resolution #1

Moved by Murray Rutz

Seconded by James Carmody

That the agenda for the February 6, 2023 regular meeting of Council be adopted.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. **Council Meeting (January 16, 2023)**

Resolution #2

Moved by Lisa Coutu

Seconded by Karen Donovan

That the minutes of the regular meeting of Council held January 16, 2023 be approved as printed and circulated.

Carried

Presentations

There were no presentations.

By-laws

1. **By-law 1559/23 – being a by-law to appoint a Property Standards Committee for the Corporation of the Town of Petawawa**

Resolution #3

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1559/23, being a by-law to appoint a Property Standards Committee for the Corporation of the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by James Carmody

Seconded by Theresa Sabourin

That By-law 1559/23 be read a third time and passed.

Carried

Mayor Gary Serviss addressed Council and members of the public regarding the proposed by-laws to adopt the 2023 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 2023. 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.

Inflationary pressures have impacted us all in terms of providing the basic necessities for our families, and these same inflationary pressures are being experienced by the Town of Petawawa with costs increasing corporate wide for all essential supplies and services. On the revenue side of the 2023 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 \$36,700.00 (15%) from 2022; over the past 12 years the reduction has been drastic from \$1.4 million to its current level of approximately \$208,000.00. This ongoing reduction in sustainable government 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 Canada Community-Building Fund (formerly known as the Federal Gas Tax) has risen to the amount of \$568,766.00. This portion will be used for the rehabilitation of Wolfe Avenue.

Revenue received from the 2023 Ontario Community Infrastructure Fund (OCIF) is \$1,030,433.00 and will be allocated towards the Hilda Street and Lisa Crescent rehabilitation projects.

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 all while maintaining a relatively debt free community.

Residential property owners can expect Town taxes to increase by approximately \$27.24 per \$100,000 in assessment over last year. The 2023 average residence is assessed at \$264,000 which equates to an additional \$71.92 in lower tier municipal tax levy. Customers of the municipal waterworks will see a \$16.38 increase and residential users of the sewage system will increase by \$20.28 over 2022 rates. Adjustments to water and sewer user rates supports the current provision of efficient services and ensures the long-term sustainability of these vital assets well into the future.

2023 garbage and recycling rates will remain unchanged for the second year in a row at \$215.00 per household. 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 a Parks and Recreation Master Plan that will be updated in 2023, 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 2023 is estimated at \$2.8 million on capital projects such as the continuing rehabilitation of Black Bay Road (1km west from Doran Road), major rehabilitation work to Hilda Street and Lisa Crescent which will include upgrades to the stormwater, sanitary and drainage. Additional road rehabilitation projects include Wolfe Avenue and Florence Street. The Laurentian Drive Multi-Use Pathway will be extended from Ravenwood Crescent to Petawawa Boulevard and from Civic Centre Road to Dundonald Drive.

Investment in our vehicle and equipment inventory will include the purchase of a plow/grader truck in Public Works, Community Services will replace the ice resurfacing machine, and the Fire Department will receive delivery of a water rescue boat and a utility trailer as well as the purchase of new bunker gear. Money has been placed in reserves for the future replacement of the Fire Department's pumper truck.

Community Services will be improving the streetscape and entrance to Petawawa Point along with the replacement of bleachers at the main field. The lighting in the Civic Centre Arena will be upgraded to LED and the tennis court lighting will also be improved. Major department projects for the year include, the completion of the construction of Laurentian Highlands Park, the development of a recreational trail from Murphy Road to Radtke Estates, the continued development of the comfort station along the Algonquin Trail, and the development of a new park on the Petawawa River at the end of Wilson Avenue.

Water and sewer capital projects are over \$7.1 million which includes system upgrades at the sewage treatment plant and water treatment plant as well as work being continued on the Renfrew Street Pumping Station and watermain looping and distribution improvements. The Net-Zero project at the wastewater treatment plant will continue its development in 2023 as well.

2023 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.

2. By-law 1560/23 – being a by-law to adopt estimates of all sums required for municipal purposes during the year 2023

Resolution #5

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1560/23, being a by-law to adopt estimates of all sums required for municipal purposes during the year 2023, be read a first and second time.

Carried

Resolution #6

Moved by James Carmody

Seconded by Theresa Sabourin

That By-law 1560/23 be read a third time and passed.

Carried

3. By-law 1561/23 – 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 2023

Resolution #7

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1561/23, 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 2023, be read a first and second time.

Carried

Resolution #8

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1561/23 be read a third time and passed.

Carried

Correspondence

1. Request for Letter of Support for New Area Aquatic Fitness & Community Centre – Mayor Ron Gervais, City of Pembroke

Daniel Scissons, CAO, provided an overview of correspondence received from Mayor Gervais and confirmed the Town had previously prepared a similar letter of support in November 2019 for the City of Pembroke's application under the Investing in Canada Infrastructure Program Grant.

Resolution #9

Moved by James Carmody

Seconded by Theresa Sabourin

That staff be directed to prepare a letter of support, on behalf of the Mayor and Council, for the City of Pembroke's application under the Green and Inclusive Community Building Program (GICBP) Grant for a new area Aquatic Fitness and Community Centre.

Carried

Minutes

1. Council-In-Committee (January 23, 2023)

Resolution #10

Moved by Lisa Coutu

Seconded by Karen Donovan

That the minutes of the Council-In-Committee meeting held on January 23, 2023 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Petawawa Business Advisory Network (November 1, 2022)

Deputy Mayor 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 November 1, 2022 be adopted as information.

Carried

3. Pembroke & Area Airport Commission (September 15, 2022 & November 8, 2022)

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

Resolution #12

Moved by Murray Rutz

Seconded by Lisa Coutu

That the minutes of the Pembroke & Area Airport Commission meetings held on September 15, 2022 and November 8, 2022 be adopted as information.

Carried

Staff Reports

There were no staff reports.

Councillor Reports

Deputy Mayor Theresa Sabourin reported she attended the Silver Threads Seniors Club Board meeting on January 9, 2023 and a Pembroke and Area Airport tour and briefing on January 20, 2023. Deputy Mayor Sabourin enjoyed the Cabin Fever Absolute Comedy event on January 28, 2023 and the Petawawa Presbyterian Church breakfast on January 29, 2023. Deputy Mayor Sabourin participated in the futsal medal presentation ceremony at the Ontario Winter Games on February 5, 2023.

Councillor James Carmody reported he attended the Rural Ontario Municipal Association conference in Toronto from January 22 to 24, 2023. Councillor Carmody also took part in the Pembroke and Area Airport tour and briefing on January 20, 2023 and the OCWA Standard of Care training session on February 2, 2023.

Councillor Lisa Coutu reported she discussed snow safety with Public Works personnel and attended a Petawawa Public Library Board meeting on January 30, 2023. Councillor Coutu also attended the OCWA Standard of Care training session on February 2, 2023 and took part in the Circle of Turtle Lodge Indigenous Hub in Pembroke on February 6, 2023.

Councillor Adam Driscoll reported he also attended the OCWA Standard of Care training session on February 2, 2023 and completed his tour of the water and wastewater treatment plants.

Councillor Karen Donovan reported she attended the Pembroke and Area Airport tour and briefing on January 20, 2023. Councillor Donovan volunteered for Ontario Winter Games events held between February 2 and 5, 2023.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network (PBAN) meeting on January 17, 2023, chaired a Festival Hall Committee meeting on January 19, 2023, attended a Pembroke and Area Airport Commission meeting on January 19, 2023 and participated in the 2023 Budget Workshop on January 26, 2023.

Councillor Rutz also reported he took part in several well-attended Cabin Fever events this past weekend and that he will also be a volunteer at the Ontario Winter Games later this week.

Mayor Gary Serviss delivered his monthly County Council report. Mayor Serviss reported he attended the PBAN meeting on January 17, 2023, the Pembroke and Area Airport tour and briefing on January 20, 2023, a budget preparation meeting with the CAO and Treasurer on January 23, 2023, an open house for the proposed Sign By-law on January 24, 2023, a County Council meeting on January 25, 2023 and the Town's 2023 Budget Workshop on January 26, 2023. Mayor Serviss took part in the Cabin Fever trivia night on January 27, 2023 and the Petawawa Presbyterian Church breakfast on January 29, 2023. Mayor Serviss toured the Pembroke Regional Hospital with President and CEO Sabine Mersmann and the CAO on January 31, 2023, attended the OCWA Standard of Care training session on February 2, 2023 and took part in medal ceremonies this past weekend for the Ontario Winter Games. Mayor Serviss highlighted second weekend Ontario Winter Games events, including badminton, squash, kickboxing and sledge hockey, all scheduled to take place in Petawawa.

Closed Meeting

Resolution #13

Moved by James Carmody

Seconded by Karen Donovan

That the meeting be closed pursuant to Section 239 (2) (b) of the *Municipal Act, 2001, 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 Director of Public Works, the appointment of an Acting Deputy Treasurer and other personnel-related matters.

Carried

Council went into closed session at 7:22 p.m.

Council reconvened to open session at 7:58 p.m.

Business Arising from Closed Session

A closed meeting was held. Council discussed the recruitment process and preferred candidate for the position of Director of Public Works and the appointment of an Acting Deputy Treasurer. Council also discussed personnel-related matters and provided direction to the CAO and Clerk.

Council voted on the following resolutions in open session:

Resolution #14

Moved by Lisa Coutu

Seconded by Adam Driscoll

That John Felix be hired as Director of Public Works effective February 23, 2023.

Carried

Resolution #15

Moved by Theresa Sabourin

Seconded by Murray Rutz

That Paula Turcotte be appointed as Acting Deputy Treasurer effective February 21, 2023 and that a by-law be brought forward at the next meeting of Council.

Carried

Confirming By-law

Resolution #16

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1562/23 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #17

Moved by Karen Donovan

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 8:01 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)