



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**December 5, 2022 at 6:30 p.m.**

**Present:**

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

**Regrets:**

Councillor Karen Donovan

**Also Present:**

Daniel Scissons, CAO  
Colin Howard, Clerk  
Alex Arapov  
Almira Yamanbaeva  
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 December 5, 2022 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 7, 2022)

Resolution #2

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That the minutes of the regular meeting of Council held November 7, 2022 be approved as printed and circulated.

**Carried**

2. Inaugural Council Meeting (November 15, 2022)

Resolution #3

**Moved by Lisa Coutu**

**Seconded by Adam Driscoll**

That the minutes of the inaugural meeting of Council held November 15, 2022 be approved as printed and circulated.

**Carried**

### **Presentations**

There were no presentations.

### **By-laws**

1. By-law 1520/22 – being a by-law to authorize a Franchise Agreement between the Corporation of the Town of Petawawa and Enbridge Gas Inc. (Third and Final Reading)

Resolution #4

**Moved by James Carmody**

**Seconded by Murray Rutz**

That By-law 1520/22, being a by-law to authorize a Franchise Agreement between the Corporation of the Town of Petawawa and Enbridge Gas Inc., be read a third and final time and passed.

**Carried**

2. By-law 1545/22 – being a by-law to appoint a Committee of Adjustment

Resolution #5

**Moved by Theresa Sabourin**

**Seconded by Lisa Coutu**

That By-law 1545/22, being a by-law to appoint a Committee of Adjustment, be read a first and second time.

**Carried**

Resolution #6

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That By-law 1545/22 be read a third time and passed.

**Carried**

### **Correspondence**

1. Decorative Crosswalk – Lee Perkins, Director of Public and Engineering, County of Renfrew

Council reviewed the request for endorsement of the placement of a decorative crosswalk on Petawawa Boulevard at Portage Road/Victoria Street and discussed the requirements of County of Renfrew Policy PW-18 on said installation.

Resolution #7

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That Council of the Corporation of the Town of Petawawa endorses the placement of a decorative crosswalk within the Town of Petawawa at the proposed location on the north side, in the east west direction on County Road 51 (Petawawa Boulevard), Portage Road and County Road 16 (Victoria Street) intersection during the 2023 season; and that the County of Renfrew's Decorative Crosswalks on County Roads Policy PW-18 shall govern the installation and maintenance of said decorative crosswalk.

**Carried**

### **Minutes**

1. Council-In-Committee (November 28, 2022)

Resolution #8

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That the minutes of the Council-In-Committee meeting held on November 28, 2022 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Petawawa Public Library Board (October 17, 2022)

Councillor James Carmody provided an overview of the recent activities of the Petawawa Public Library Board.

Resolution #9

**Moved by James Carmody**

**Seconded by Lisa Coutu**

That the minutes of the Petawawa Public Library Board meeting held on October 17, 2022 be adopted as information.

**Carried**

3. Petawawa Police Services Board (October 19, 2022)

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

Resolution #10

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That the minutes of the Petawawa Police Services Board meeting held on October 19, 2022 be adopted as information.

**Carried**

**Staff Reports**

1. Petawawa Public Library Board Vacancy

Daniel Scissons, CAO, provided a verbal report on the resignation of Mary McCaw from the Petawawa Public Library Board effective November 28, 2022. Mr. Scissons advised that in accordance with the Public Libraries Act, the appointing Council shall promptly appoint a new member to fill the vacancy and to hold office for the unexpired term except where the unexpired term is less than 45 days. Mr. Scissons stated that the Clerk, Colin Howard, has already given public notice of vacancies on the board concurrent with the new term of Council.

**Councillor Reports**

Deputy Mayor Theresa Sabourin congratulated Town staff, businesses and vendors for their collaboration in the successful Santa Claus Parade and Tailgate Christmas Market.

Councillor James Carmody reported he participated in the Festive Mega RIDE program on December 2, 2022 and participated in the Santa Claus Parade on December 3, 2022.

Councillor Lisa Coutu reported she received a tour of Community Services facilities earlier today and last week visited the water and wastewater treatment plants. Councillor Coutu also reported that she attended the Santa Claus Parade, Tailgate Christmas Market and the tree lighting ceremony.

Councillor Adam Driscoll reported he recently received tours of Community Services and Public Works facilities and will be scheduling a visit to the water and wastewater treatment plants.

Councillor Murray Rutz reported he chaired a Festival Hall Committee meeting on November 4, 2022 and attended a Pembroke and Area Airport Commission meeting on November 8, 2022. Councillor Rutz also reported he attended the Remembrance Day service at the Cenotaph on November 11, 2022, the Garrison Petawawa Business Luncheon on November 24, 2022 and the Santa Claus Parade, tree lighting ceremony and Tailgate Christmas Market on December 3, 2022.

Mayor Gary Serviss reported he attended the Remembrance Day dinner at the Petawawa Legion on November 9, 2022 and the service at the Cenotaph on November 11, 2022. Mayor Serviss reported he attended the Inaugural County Council meeting on November 23, 2022 and confirmed his committee appointments, which include Development and Property and Community Services; ad-hoc committees, which include Algonquins of Pikwakanagan and Highway 17 Extension Advisory; and external boards/agencies, which include County Inter-Municipal Relations and Ministry of Natural Resources Forest Management Plan. Mayor Serviss reported he also attended the Garrison Petawawa Business Luncheon on November 24, 2022, a Petawawa Public Library Board meeting on November 28, 2022, the Santa Claus Parade, tree lighting ceremony and Tailgate Christmas Market on December 3, 2022, the Petawawa Housing Corporation dinner on December 4, 2022 and participated in the interview process for the Director of Public Works on December 5, 2022.

### **Closed Meeting**

There was no closed meeting.

### **Confirming By-law**

Resolution #11

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

That By-law 1546/22 be read a first, second and third time and passed.

**Carried**

### **Adjournment**

Resolution #12

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:16 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)