



Town of Petawawa
Regular Meeting of Council Minutes
July 17, 2023 at 6:30 p.m.

Present:

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

Also Present:

Dan Scissons, CAO (Retiring)
Scott Randolph, CAO
Colin Howard, Clerk
Craig Proulx, Acting Fire Chief
Karen Cronier, Director of Planning and Development
Peter Moss, Captain, Petawawa Fire Department
Roxanne Moss
Bill Tabram, Captain, Petawawa Fire Department
Cindy Tabram
Sam McCrea
Len McGrath
Luke Notman, 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 James Carmody

Seconded by Lisa Coutu

That the agenda for the July 17, 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 (July 4, 2023)**

Resolution #2

Moved by Murray Rutz

Seconded by Karen Donovan

That the minutes of the regular meeting of Council held July 4, 2023 be approved as printed and circulated.

Carried

Presentations

1. **Fire Services Exemplary Long Service Medal – to be presented by Mayor Gary Serviss and Acting Fire Chief Craig Proulx**

Mayor Gary Serviss and Acting Fire Chief Craig Proulx presented Fire Services Exemplary Long Service Medals for 25 years of service to Captain Bill Tabram and Captain Peter Moss to recognize their dedication and hard work as a firefighter. Mayor Serviss and Acting Fire Chief Proulx also presented Cindy Tabram and Roxanne Moss with companion brooches.

By-laws

1. **By-law 1602/23 – being a by-law to appoint a Chief Administrative Officer and Deputy Clerk for the Town of Petawawa**

Resolution #3

Moved by Murray Rutz

Seconded by Theresa Sabourin

That By-law 1602/23, being a by-law to appoint a Chief Administrative Officer and Deputy Clerk for the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by Lisa Coutu

Seconded by James Carmody

That By-law 1602/23 be read a third and final time and passed.

Carried

2. By-law 1603/23 – being a by-law to authorize a development agreement with H&H Construction Inc.

Resolution #5

Moved by Murray Rutz

Seconded by Karen Donovan

That By-law 1603/23, being a by-law to authorize a development agreement with H&H Construction Inc., be read a first and second time.

Carried

Resolution #6

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1603/23 be read a third and final time and passed.

Carried

3. By-law 1604/23 – being a by-law to establish a community flag raising policy for the Town of Petawawa

Resolution #7

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That By-law 1604/23, being a by-law to establish a community flag raising policy for the Town of Petawawa, be read a first and second time.

Carried

Resolution #8

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1604/23 be read a third and final time and passed.

Carried

Correspondence

There were no items of correspondence.

Minutes

1. Council-In-Committee (July 10, 2023)

Resolution #9

Moved by Lisa Coutu

Seconded by Adam Driscoll

That the minutes of the Council-In-Committee meeting held on July 10, 2023 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Equity, Diversity and Inclusion Advisory Committee (April 26, 2023 and May 24, 2023)

Councillor Lisa Coutu provided an overview of the recent activities of the Equity, Diversity and Inclusion Advisory Committee.

Resolution #10

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the minutes of the Equity, Diversity and Inclusion Advisory Committee meetings held on April 26, 2023 and May 24, 2023 be adopted as information.

Carried

Staff Reports

1. PL-11-2023 – Canada Mortgage and Housing Corporation, Housing Accelerator Fund (HAF)

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier highlighted the additional goals of the Housing Accelerator Fund and commented on the Housing Action Plan which is required to be completed as part of the application process. Ms. Cronier reported in order to be eligible for incentive funding the Town must have a minimum of seven initiatives in the Action Plan which for the Town include affordable housing, additional dwelling units, infrastructure study, vulnerable group housing provisions, secondary growth plan, attainable housing on Town owned land and infill opportunities.

Resolution #11

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council support and directs staff to prepare a Housing Action Plan with the expectation that said plan will be submitted in support of an application to the Canada Mortgage and Housing Corporation Housing Accelerator Fund.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin – nothing to report.

Councillor James Carmody – nothing to report.

Councillor Lisa Coutu – nothing to report.

Councillor Adam Driscoll – nothing to report.

Councillor Karen Donovan reported she attended the tender opening for the fire departments tandem cargo trailer on July 11, 2023.

Councillor Murray Rutz – nothing to report.

Mayor Gary Serviss reported he attended a population and growth statistics meeting with the Director of Planning and Development, Karen Cronier, and the Economic Development Officer, Christine Mitchell, on July 4, 2023. The Mayor stated that he took a tour of the recent developments occurring at the Victoria Street Plaza Mall on July 5, 2023. Mayor Serviss also reported he attended multiple site visits and took part in a virtual meeting on July 7, 2023 involving the recovery of the Chinook helicopter and attended the funeral service for Captain Marc Larouche on July 7, 2023. The Mayor also reported that he attended a Net Zero meeting with OCWA Vice President of Operations on July 12, 2023, and additionally attended two fundraising events at The Shed and Mount Molson Dairy Bar to support those individuals effected by the recent fire at 3478 Petawawa Boulevard.

Closed Meeting

Resolution #12

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That the meeting be closed pursuant to Section 239 (2) (k) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding an engineering services contract.

Carried

Council went into closed session at 7:15 p.m.

Council reconvened to open session at 7:27 p.m.

Business Arising from Closed Session

A closed meeting was held. The matter discussed concerned exploring contracted engineering services. There is nothing further to report at this time.

Confirming By-law

Resolution #13

Moved by Lisa Coutu

Seconded by Adam Driscoll

That By-law 1605/23 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #14

Moved by Karen Donovan

Seconded by Murray Rutz

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:28 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)