



Town of Petawawa
Council-In-Committee Meeting Minutes
January 13, 2025 at 6:30 p.m.

Present:

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

Regrets:

Councillor Adam Driscoll

Also Present:

Scott Randolph, CAO
Colin Howard, Director of Legislative Services/Clerk
Craig Proulx, Acting Fire Chief
Colin Coyle, Manager of Recreation, Culture and Tourism
Elly Dumouchel, Tourism Coordinator
Colton Kyle
Peter Moss

The Council-In-Committee meeting was opened by the Mayor at 6:30 p.m.

Land Acknowledgement

The land acknowledgement including a Truth and Reconciliation Commission Call to Action was read.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentations

There were no presentations.

Fire Department

1. **Monthly Report – December 2024**

Craig Proulx, Acting Fire Chief, provided an overview of the monthly report, referencing incident responses, fire prevention activities, residential smoke alarm and open-air permits, platoon training focusing on donning and doffing of ice rescue equipment, the use of multi-gas detectors, presumptive legislation training on cancer prevention and post incident decontamination training. Acting Fire Chief Proulx reported that the Emergency Preparedness Control Group annual training was conducted on December 6, 2024, and that the compliance report was successfully submitted to Emergency Management Ontario by the December 31, 2024 deadline. Acting Fire Chief Proulx also reported on the successful grant application under the Town's Fire Protection Grant which was approved for \$16,460.90 to support the purchase of four additional sets of bunker gear for our firefighters.

Moved by Murray Rutz
Seconded by Karen Donovan

That the Fire Department monthly report for December be accepted as information.

Carried

Recreation, Culture and Tourism

1. **Monthly Report – December 2024**

Colin Coyle, Manager of Recreation, Culture and Tourism, provided an overview of the various services, programs and rental activities realized over the month of December. Mr. Coyle reported on recent staff achievements, and he congratulated Elly Dumouchel, Tourism Coordinator, on her successful completion of her six-month probationary period. Mr. Coyle commented on the successful submission three grant applications for Canada Summer Jobs 2025, Experience Ontario 2025, and Summer Employment Opportunities 2025. Mr. Coyle also commented on the upcoming Adventure Expo on January 25, 2025, and Cabin Fever which is being held from January 31, 2025 to February 9, 2025.

Moved by Theresa Sabourin
Seconded by James Carmody

That the Recreation, Culture and Tourism monthly report for December be accepted as information.

Carried

Legislative Services

1. Monthly Report – December 2024

Colin Howard, Director of Legislative Services, provided an overview of the monthly report.

Moved by Lisa Coutu

Seconded by James Carmody

That Council receives the Legislative Services monthly report for December as information.

Carried

2. LEG-01-2025 – 2026 Municipal and School Board Election – Alternative Voting

Colin Howard provided an overview of the report. Mr. Howard reported Petawawa's voter turnout remains below the provincial average and to encourage greater voter participation it is recommended that Council once again consider alternative voting methods, with the recommendation to consider internet and telephone voting as the only methods for the 2026 municipal election. Mr. Howard advised Council that the Town will participate in a joint municipal Request for Proposal to gain favourable pricing from potential vendors once the by-law is passed.

Moved by Murray Rutz

Seconded by Karen Donovan

That Council directs the Clerk to prepare and present a by-law authorizing the exclusive use of an alternative voting method (internet and telephone) for the 2026 Municipal and School Board Election.

Carried

General Matters

There was nothing to report.

Closed Meeting

There were no items for Closed.

Adjournment

Moved by Lisa Coutu

Seconded by James Carmody

That the meeting be adjourned.

Carried

The meeting adjourned at 7:09 p.m.

Signature of the Clerk (Original Signed)