



Town of Petawawa
Regular Meeting of Council Minutes
March 17, 2025 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:

Scott Randolph, CAO
Colin Howard, Director of Legislative Services/Clerk
Christine Leon, Director of Finance
Melanie Scheer, Director of Planning and Development
Chris Mantha, Director of Public Works
Trevor Woodtke, Asset/Energy Management Coordinator
Todd Storms, Partner, Soloway Wright LLP
Wayne Bando
Joe McDonald
Judith DeGeer
Lynn Davenport

Call to Order

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

Land Acknowledgement

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

Mayor Serviss took a moment to acknowledge the passing of Jamie Bramburger, a passionate community leader for his hometown of Pembroke whose dedication,

compassion, and steadfast commitment deeply moved countless lives in the County of Renfrew. Mayor Serviss offered condolences to Jamie's family and asked those in attendance to keep the Bramburger family in their thoughts during this difficult time.

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 Adam Driscoll

That the agenda for the March 17, 2025 regular meeting of Council be adopted.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. Council Meeting (March 3, 2025)

Resolution #2

Moved by Lisa Coutu

Seconded by James Carmody

That the minutes of the regular meeting of Council held March 3, 2025, be approved as printed and circulated.

Carried

Presentations

1. Town of Petawawa 2025 Budget Review – Wayne Bando, Petawawa Resident

Mayor Serviss welcomed Wayne Bando.

Mr. Bando provided an overview of his presentation and highlighted the key points from his submission to Council, mainly referencing his opposition to the proposed 2025 Town of Petawawa Budget and future capital projects.

Members of Council had no questions for Mr. Bando.

Mayor Serviss, on behalf of Council, thanked Mr. Bando for his presentation and stated that Council will consider Mr. Bando's comments on the proposed capital budgets moving forward.

By-laws

1. By-law 1734/25 – being a by-law to adopt estimates of all sums required for Municipal, Water, and Wastewater purposes for the 2025 Fiscal Year

Resolution #3

Moved by Theresa Sabourin

Seconded by Murray Rutz

That By-law 1734/25, being a by-law to adopt estimates of all sums required for Municipal, Water, and Wastewater purposes for the 2025 Fiscal Year, be read a first and second time.

Carried

Resolution #4

Moved by James Carmody

Seconded by Karen Donovan

That By-law 1734/25, be read a third and final time and passed.

Carried

2. By-law 1735/25 – being a by-law to set Water and Sewage Service Rates for the Year 2025

Resolution #5

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That By-law 1735/25, being a by-law to set Water and Sewage Service Rates for the Year 2025, be read a first and second time.

Carried

Resolution #6

Moved by James Carmody

Seconded by Murray Rutz

That By-law 1735/25, be read a third and final time and passed.

Carried

3. By-law 1736/25 – being a by-law to repeal By-law 1728/25, being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended

Resolution #7

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That By-law 1736/25, being a by-law to repeal By-law 1728/25, being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended, be read a first and second time.

Carried

Resolution #8

Moved by James Carmody

Seconded by Karen Donovan

That By-law 1736/25, be read a third and final time and passed.

Carried

4. By-law 1737/25 – being a by-law to appoint a Building Inspector, Property Standards Officer, and Municipal Law Enforcement Officer for the Town of Petawawa

Resolution #9

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1737/25, being a by-law to appoint a Building Inspector, Property Standards Officer, and Municipal Law Enforcement Officer for the Town of Petawawa, be read a first and second time.

Carried

Resolution #10

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That By-law 1737/25, be read a third and final time and passed.

Carried

5. Bylaw 1738/25 – being a by-law to provide that Section 50 (5) of the *Planning Act* not apply to Block 9 and part of Block 10 in Registered Plan 597

Resolution #11

Moved by Murray Rutz

Seconded by James Carmody

That By-law 1738/25, being a by-law to provide that Section 50 (5) of the *Planning Act* not apply to Block 9 and part of Block 10 in Registered Plan 597, be read a first and second time.

Carried

Resolution #12

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1738/25, be read a third and final time and passed.

Carried

6. By-law 1739/25 – being a by-law to authorize the Execution of a Subdivision Agreement with 2654799 Ontario Ltd. (Radtke Estates Phase 2 -1 Subdivision)

Resolution #13

Moved by Theresa Sabourin

Seconded by Murray Rutz

That By-law 1739/25, being a by-law to authorize the Execution of a Subdivision Agreement with 2654799 Ontario Ltd. (Radtke Estates Phase 2-1 Subdivision), be read a first and second time.

Carried

Resolution #14

Moved by Lisa Coutu

Seconded by James Carmody

That By-law 1739/25, be read a third and final time and passed.

Carried

Correspondence

1. Letter to Minister of Energy and Electrification – Biomass Feasibility Study

Mayor Serviss provided an overview of the proposed correspondence that has been drafted to the Minister of Energy and Electrification regarding the biomass feasibility study.

Resolution #15

Moved by Adam Driscoll

Seconded by Karen Donovan

That Council supports sending the draft letter regarding the biomass feasibility study to the Minister of Energy and Electrification.

Carried

Minutes

1. Council-In-Committee Meeting (March 10, 2025)

Resolution #16

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the minutes of the Council-In-Committee meeting held on March 10, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Public Meeting (February 24, 2025)

Resolution #17

Moved by Murray Rutz

Seconded by Karen Donovan

That the minutes of the public meeting held on February 24, 2025, be adopted as information.

Carried

3. Petawawa Business Advisory Network Meeting (February 4, 2025)

Councillor Murray Rutz provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #18

Moved by Murray Rutz

Seconded by Adam Driscoll

That the minutes of the Petawawa Business Advisory Network meeting held on February 4, 2025, be adopted as information.

Carried

4. Petawawa Public Library Board Meetings (January 27, 2025 & February 24, 2025)

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

Resolution #19

Moved by James Carmody

Seconded by Lisa Coutu

That the minutes of the Petawawa Public Library Board meetings held on January 27, 2025, and February 24, 2025, be adopted as information.

Carried

Staff Reports

1. FIN-10-2025 – Ontario Regulation 284/09 – Budget Expenses

Christine Leon, Director of Finance, provided an overview of the report.

Resolution #20

Moved by Lisa Coutu

Seconded by James Carmody

That Council adopts this report to meet the requirements of Ontario Regulations 284/09.

Carried

2. PL-10-2025 – Temporary Use By-law Application Z185, Richard & Jacinta Hoskins (c/o Jp2g Consultants Inc.), 255 Murphy Road

Melanie Scheer, Director of Planning and Development, provided an overview of the report.

Resolution #21

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council:

- Direct the Director of Planning and Development to pass Temporary Use By-law Application Z185 in accordance with By-law 1549/22; and
- Provide approval in principle to the proposed amendment to Animal Control By-law 174/2001.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin – nothing to report.

Councillor James Carmody reported he attended the public meeting for the 2025 Town of Petawawa municipal budget on March 3, 2025, and he participated in the Development Summit hosted by the Town on March 4, 2025. Councillor Carmody also reported he was part of the interview panel for the new Chief Executive Officer for the Petawawa Public Library, conducting interviews for the position between March 5 to 6, 2025, and he attended a Library Board meeting on March 10, 2025.

Councillor Lisa Coutu reported she attended the Town's Development Summit on March 4, 2025, the Public Meeting for the Town's 2025 Budget, and a Petawawa Public Library Board meeting on March 10, 2025. Councillor Coutu also reported that she attended the International Women's Day event held at the Ottawa Valley Coffee House on March 7, 2025.

Councillor Adam Driscoll reported he participated in the Development Summit on March 4, 2025, and he attended the Public Meeting on March 3, 2025. Councillor Driscoll also reported that he attended a Pembroke and Area Airport Commission meeting on March 6, 2025.

Councillor Karen Donovan reported she attended the Public Meeting on March 3, 2025, the Development Summit on March 4, 2025, and the International Women's Day event on March 7, 2025. Councillor Donovan also reported that she attended the staff appreciation luncheon on March 7, 2025.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network meeting on March 4, 2025, a Pembroke and Area Airport Commission meeting on March 6, 2025, and the staff appreciation luncheon on April 7, 2025. Councillor Rutz also reported that he attended the funeral for Jamie Bramburger at the Pembroke Memorial Centre earlier today.

Mayor Gary Serviss reported he took part in the Development Summit on March 4, 2025, attended a Healing Circle meeting on March 5, 2025, and Ottawa Valley Forest and Algonquin Park Forestry meetings in March. Mayor Serviss also reported that he attended the staff appreciation luncheon on March 7, 2025, the Public Meeting for the Town's 2025 Budget, County Council on March 12, 2025, and a Deep River and District Hospital physician recruitment meeting on March 14, 2025. Mayor Serviss also reported that he attended some recent public skating events, a County of Renfrew Housing Corporation meeting, and he attended the funeral for Jamie Bramburger earlier today.

Closed Meeting

Resolution #22

Moved by Lisa Coutu

Seconded by Karen Donovan

That the meeting be closed pursuant to Section 239 (2) (c) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, to discuss a proposed or pending acquisition or disposition of land by the municipality or local board; and

That the meeting be closed pursuant to Section 239 (2) (f) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, to receive advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

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.

Carried

Council went into closed session at 7:26 p.m.

Council reconvened to open session at 8:46 p.m.

Business Arising From Closed Session

A closed meeting was held. Council discussed proposed options for disposition of lands by the municipality, received an update on the progress of the Net Zero project, and reviewed the application of a new Petawawa Accessibility Advisory Committee member.

Council voted on the following resolutions in open session:

Resolution #23

Moved by Lisa Coutu

Seconded by Karen Donovan

That Council approve the proposed approach for managing the Expression of Interest (EOI) process by endorsing conditional offer letters from multiple developers, allowing them to proceed with their submissions to File #132808 while safeguarding municipal interests

Carried

Resolution #24

Moved by Adam Driscoll

Seconded by Theresa Sabourin

That Council approves the appointment of Kathleen (Kat) Moore to the Petawawa Accessibility Advisory Committee for the remainder of the term concurrent with Council.

Carried

Confirming By-law

Resolution #25

Moved by Adam Driscoll

Seconded by Murray Rutz

That By-law 1740/25 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #26

Moved by James Carmody

Seconded by Lisa Coutu

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 8:50 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)