



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**March 3, 2025 at 6:30 p.m.**

**Present:**

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

**Regrets:**

Deputy Mayor Theresa Sabourin

**Also Present:**

Scott Randolph, CAO  
Colin Howard, Director of Legislative Services/Clerk  
Melanie Scheer, Director of Planning and Development  
Ashley Pardy-Serre  
Bob Hackett  
Wayne Bando

**Call to Order**

The Mayor called the meeting to order at 6:48 p.m.

**Land Acknowledgement**

The land acknowledgement including a Truth and Reconciliation Commission Call to Action 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 Adam Driscoll**

That the agenda for the March 3, 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 (February 18, 2025)**

#### **Resolution #2**

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That the minutes of the regular meeting of Council held February 18, 2025, be approved as printed and circulated.

**Carried**

## **Public Meeting**

### 1. **Zoning By-law Amendment (from “Rural (RU)” to “Residential One – Exception (R1-E)” zones), Part of Lot 17 and 18, Concession 1, Barron Canyon Road**

The Public Meeting was opened by the Mayor at 7:00 p.m. Melanie Scheer, Director of Planning and Development, advised that Notice of the Public Meeting had been provided as required under the *Planning Act*. A written submission was received from Enbridge Gas Inc. who had no concerns regarding the application. No other written submissions were received.

Ms. Scheer explained the purpose and effect of the amendment is to rezone the new lots being created by consent to Residential One Exception (R1-E) zones. The amendment is a condition of approval for consents B102/23(1), B103/23(2), and B104/23(3). The effect of the amendment will be to permit residential uses on the lots in accordance with the R1 zone subject to the following additional provisions:

- Increasing the minimum front yard depth from 7.5 metres to 173 metres to provide the required minimum distance separation from a nearby livestock facility.
- Prohibiting the use of the existing outbuildings to house livestock.

- Reducing the minimum lot frontage on Barron Canyon Road from 30 metres to 20 metres.

Mayor Serviss asked to hear comments from the applicant. The applicant was not present to speak on the application.

Mayor Serviss asked to hear comments from members of the public. Wayne Bando asked if the applicant could consider installing a fence between the properties.

Ms. Scheer then explained the appeal process to those present.

Mayor Serviss declared the Public Meeting closed at 7:06 p.m.

2. Zoning By-law Amendment (from “Rural (RU)” to “Residential One (R1)”), Part of Lot 5, Concession 8, Rantz Road

The Public Meeting was opened by the Mayor at 7:06 p.m. Melanie Scheer, Director of Planning and Development, advised that Notice of the Public Meeting had been provided as required under the *Planning Act*. A written submission was received from Enbridge Gas Inc. who had no concerns regarding the application. No other written submission were received.

Ms. Scheer explained the purpose and effect of the amendment is to rezone new lots being created by consent from Rural (RU) to Residential One (R1). The effect of the amendment will be to permit residential uses on the lots in accordance with the R1 zone.

Mayor Serviss asked to hear comments from the applicant. The applicant chose not to come forward to speak on the application.

Mayor Serviss asked to hear comments from members of the public. No one from the public came forward to speak for or against the application.

Ms. Scheer then explained the appeal process to those present.

Mayor Serviss declared the Public Meeting closed at 7:09 p.m.

### **Presentations**

There were no presentations.

### **By-laws**

1. 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 #3

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That 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 #4

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

That By-law 1728/25, be read a third and final time and passed.

**Carried**

2. By-law 1729/25 – being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended

Resolution #5

**Moved by Murray Rutz**

**Seconded by James Carmody**

That By-law 1729/25, 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 #6

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That By-law 1729/25, be read a third and final time and passed.

**Carried**

3. By-law 1730/25 – being a by-law to establish a highway

Resolution #7

**Moved by James Carmody**

**Seconded by Karen Donovan**

That By-law 1730/25, being a by-law to establish a highway, be read a first and second time.

**Carried**

Resolution #8

**Moved by Lisa Coutu**

**Seconded by Murray Rutz**

That By-law 1730/25, be read a third and final time and passed.

**Carried**

4. By-law 1731/25 – being a by-law to require that all retail business establishments in the Town of Petawawa be closed on Christmas Day, December 25<sup>th</sup>

Resolution #9

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That By-law 1731/25, being a by-law to require that all retail business establishments in the Town of Petawawa be closed on Christmas Day, December 25<sup>th</sup>, be read a first and second time.

**Carried**

Resolution #10

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That By-law 1731/25, be read a third and final time and passed.

**Carried**

5. Bylaw 1732/25 – being a by-law to provide that *Retail Business Holidays Act* does not apply in the Town of Petawawa

Resolution #11

**Moved by Karen Donovan**

**Seconded by Lisa Coutu**

That By-law 1732/25, being a by-law to provide that *Retail Business Holidays Act* does not apply in the Town of Petawawa, be read a first and second time.

**Carried**

Resolution #12

**Moved by James Carmody**

**Seconded by Lisa Coutu**

That By-law 1732/25, be read a third and final time and passed.

**Carried**

**Correspondence**

1. Request for a Trade Tariff Recommendation – Mayor Gary Serviss

Mayor Serviss provided an overview of the request received from the County of Renfrew to pass a trade tariff motion.

Resolution #13

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That Council of the Corporation of the Town of Petawawa adopt the following motion:

**Whereas** trade between Ontario and the United States is vital to the economic prosperity of Petawawa and its businesses, industries, and workforce; and

**Whereas** the proposed tariffs on Canadian goods exported to the U.S. could negatively impact local businesses, industries, and municipalities, increasing costs and reducing economic opportunities; and

**Whereas** according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

**Whereas** municipalities spend over \$22 billion annually procuring goods and services and are willing and eager to use this significant buying power to support the federal and provincial governments in protecting Ontario and Canada's economic well-being; and

**Whereas** municipalities play a key role in local economic development and procurement, and should have the ability to support local businesses while ensuring value for taxpayers; and

**Whereas** Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

**Whereas** Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

**Whereas** the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-

U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

**Whereas** trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

**Whereas** many Ontario municipalities are passing resolutions calling for a united, cross-Canada approach to supporting buy-Canadian initiatives, and collaboration to remove barriers that prevent municipalities from giving preference to Canadian suppliers during procurement; and

**Whereas** the Eastern Ontario Wardens' Caucus (EOWC) has passed resolutions supporting the efforts of the Canadian and Ontario governments in their negotiations with the U.S. to address these trade barriers; and

**Therefore, be it resolved that** the Town of Petawawa supports other Ontario municipalities that have passed resolutions urging the Canadian and Ontario governments to take all necessary measures to protect Ontario's interests in trade negotiations and to ensure municipalities are included in a coordinated response;

**And further that** the Town of Petawawa supports efforts to remove barriers that limit municipalities' ability to prioritize Canadian suppliers in procurement while ensuring fair and transparent trade practices;

**And further that** the Town of Petawawa continues to support local businesses, industries, and workforce, through the efforts of the Economic Development department, including Shop Local and Buy Canadian campaign;

**And further that** this resolution be forwarded to the Eastern Ontario Wardens' Caucus, the County of Peterborough, the Federation of Canadian Municipalities, the Association of Municipalities of

Ontario, the Rural Ontario Municipal Association, local municipalities of Renfrew County, and relevant federal and provincial representatives.

**Carried**

2. Feedback Letter on Proposed Postal Code Change – Mayor Gary Serviss

Mayor Serviss provided an overview of the proposed postal code change affecting residents and businesses within the K8A zone. A feedback letter has been drafted requesting businesses to respond on the change.

Resolution #14

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council approves the proposed postal code change feedback letter as drafted and supports it being distributed to affected businesses and residents within the K8A zone.

**Carried**

**Minutes**

1. Council-In-Committee Meeting (February 24, 2025)

Resolution #15

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That the minutes of the Council-In-Committee meeting held on February 24, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Pembroke and Area Airport Commission Meeting (November 21, 2024)

Councillor Adam Driscoll provided an overview of the recent activities of the Pembroke and Area Airport Commission.

Resolution #16

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That the minutes of the Pembroke and Area Airport Commission meeting held on November 21, 2024, be adopted as information.

**Carried**



3. Festival Hall Committee Meeting (December 6, 2024)

Councillor Murray Rutz provided an overview of the recent activities of the Festival Hall Committee.

Resolution #17

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That the minutes of the Festival Hall Committee meeting held on December 6, 2024, be adopted as information.

**Carried**

4. Petawawa Public Library Board Meeting (December 16, 2024)

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

Resolution #18

**Moved by James Carmody**

**Seconded by Lisa Coutu**

That the minutes of the Petawawa Public Library Board meeting held on December 16, 2024, be adopted as information.

**Carried**

**Staff Reports**

There were no staff reports.

**Councillor Reports**

Councillor James Carmody reported he attended the Scottish Flag Raising Ceremony on the Mayor's behalf on February 9, 2025. Councillor Carmody also reported that former Mayor Bob Sweet was in attendance for the ceremony. Councillor Carmody also reported that he attended several Board meetings over the course of the month of February.

Councillor Lisa Coutu reported she attended a Petawawa Public Library Board meeting on February 24, 2025.

Councillor Adam Driscoll reported he attended a Pembroke and Area Airport Commission meeting on February 20, 2025, and he attended the public skate event at the outdoor on February 23, 2025.

Councillor Karen Donovan – nothing to report.

Councillor Murray Rutz reported he attended a Pembroke and Area Airport Commission meeting on February 20, 2025, and a Festival Hall Youth Dance on February 22, 2025. Councillor Rutz also reported that both Councillor Driscoll and himself have been nominated to the executive of the Pembroke and Area Airport Commission; Councillor Rutz as the Vice Chair and Councillor Driscoll as Senior Executive.

Mayor Gary Serviss reported he attended a Public Meeting for the Urban Agriculture Farm on February 24, 2025, and a County Council meeting on February 26, 2025. Mayor Serviss also reported that he participated in a Community Health and Well-Being roundtable session on February 27, 2025, and he attended a virtual meeting on February 28, 2025 with the Mayor of Leeuwarden regarding his upcoming visit to Petawawa, and later that same day the Mayor met with the organizers of Evolution Muay Thai about the upcoming event on June 7, 2025.

### **Closed Meeting**

There was no closed meeting.

### **Confirming By-law**

Resolution #19

**Moved by Adam Driscoll**

**Seconded by James Carmody**

That By-law 1733/25 be read a first, second and third time and passed.

**Carried**

### **Adjournment**

Resolution #20

**Moved by Adam Driscoll**

**Seconded by Murray Rutz**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:39 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)