



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**March 18, 2024 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  
Mary McCaw, Director of Community Services  
Jack Lapierre  
Kevin Holm  
Colton Kyle  
Emma Butler, myFM

**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.

**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 Karen Donovan**

**Seconded by Murray Rutz**

That the agenda for the March 18, 2024 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 4, 2024)

#### Resolution #2

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That the minutes of the regular meeting of Council held March 4, 2024 be approved as printed and circulated.

**Carried**

### **Presentations**

There were no presentations.

### **By-laws**

1. By-law 1638/24 – being a by-law to authorize a Municipal Forest Fire Management Agreement with His Majesty the King in right of Ontario as represented by the Minister of Natural Resources and Forestry

#### Resolution #3

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That By-law 1638/24, being a by-law to authorize a Municipal Forest Fire Management Agreement with His Majesty the King in right of Ontario as represented by the Minister of Natural Resources and Forestry, be read a first and second time.

**Carried**

#### Resolution #4

**Moved by Theresa Sabourin**

**Seconded by Karen Donovan**

That By-law 1638/24 be read a third and final time and passed.

**Carried**

2. By-law 1639/24 – being a by-law to repeal By-law 1209/18, being a by-law to authorize a Heavy Rescue (Extrication) Agreement with the Corporation of the Township of Laurentian Valley

Resolution #5

**Moved by James Carmody**

**Seconded by Adam Driscoll**

That By-law 1639/24, being a by-law to repeal By-law 1209/18, being a by-law to authorize a Heavy Rescue (Extrication) Agreement with the Corporation of the Township of Laurentian Valley, be read a first and second time.

**Carried**

Resolution #6

**Moved by Lisa Coutu**

**Seconded by Adam Driscoll**

That By-law 1639/24 be read a third and final time and passed.

**Carried**

3. By-law 1640/24 – being a by-law to authorize entering into an agreement with the Corporation of the County of Renfrew to receive funding for the reconstruction and urbanization of Murphy Road (County Road 37)

Resolution #7

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

That By-law 1640/24, being a by-law to authorize entering into an agreement with the Corporation of the County of Renfrew to receive funding for the reconstruction and urbanization of Murphy Road (County Road 37), be read a first and second time.

**Carried**

Resolution #8

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That By-law 1640/24 be read a third and final time and passed.

**Carried**

4. By-law 1641/24 – being a by-law to licence, regulate and govern owners and drivers of vehicles for hire and to repeal By-law 314/04 and all its amending by-laws

Resolution #9

**Moved by James Carmody**

**Seconded by Murray Rutz**

That By-law 1641/24, being a by-law to licence, regulate and govern owners and drivers of vehicles for hire and to repeal By-law 314/04 and all its amending by-laws, be read a first and second time.

**Carried**

Resolution #10

**Moved by Lisa Coutu**

**Seconded by Adam Driscoll**

That By-law 1641/24 be read a third and final time and passed.

**Carried**

### **Correspondence**

There was no correspondence.

### **Minutes**

1. Council-In-Committee Meeting (March 11, 2024)

Resolution #11

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That the minutes of the Council-In-Committee meeting held on March 11, 2024, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Ottawa Valley Waste Management Board Meeting (November 23, 2023)

Deputy Mayor Theresa Sabourin provided an overview of the recent activities of the Ottawa Valley Waste Management Board.

Resolution #12

**Moved by Theresa Sabourin**

**Seconded by Lisa Coutu**

That the minutes of the Ottawa Valley Waste Management Board meeting held on November 23, 2023, be adopted as information.

**Carried**

3. Petawawa Accessibility Advisory Committee Meeting (January 25, 2024)

Councillor Karen Donovan provided an overview of the recent activities of the Petawawa Accessibility Advisory Committee.

Resolution #13

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on January 25, 2024, be adopted as information.

**Carried**

4. Equity, Diversity and Inclusion Advisory Committee Meeting (February 7, 2024)

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

Resolution #14

**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

That the minutes of the Equity, Diversity and Inclusion Advisory Committee meeting held on February 7, 2024, be adopted as information.

**Carried**

**Staff Reports**

1. CS-02-2024 – Soccer Field Lighting Project

Mary McCaw, Director of Community Services, provided an overview of the report.

Resolution #15

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council accept Petawawa Electric's proposal for supply and installation of new LED lights at the Civic Centre soccer field, at a cost of \$229,980.00 plus HST.

**Carried**

**Councillor Reports**

1. Striking Committee Report – Mayor Gary Serviss

Mayor Gary Serviss reported on recommended changes to the Committee appointments for members of Council.

Resolution #16

**Moved by Adam Driscoll**

**Seconded by James Carmody**

That Council, we your Striking Committee, wish to report and recommend the following changes to the Committee appointments for members of Council for the remainder of the 2022 – 2026 term of Council as follows:

Ottawa Valley Waste Management Board – Councillor Rutz (Alternate Deputy Mayor Sabourin)

Petawawa Business Advisory Network – (Alternate Councillor Driscoll)

**Carried**

Deputy Mayor Theresa Sabourin – nothing to report.

Councillor James Carmody reported he attended an Ontario Provincial Police Detachment Board meeting at the Best Western on March 5, 2024, regarding the new Board transition requirements under the new Community Safety and Policing Act. Councillor Carmody also reported he attended the Hands Autism and Behavioral Services open house on March 8, 2024, and a Petawawa Public Library Board meeting on March 15, 2024, to prepare for the upcoming Library negotiations.

Councillor Lisa Coutu reported she chaired an Equity, Diversity and Inclusion Advisory Committee meeting on March 13, 2024, and she attended the Change of Seasons Feast hosted by Circle of Turtle Lodge at Bonnechere Provincial Park on March 23, 2024.

Councillor Adam Driscoll reported he attended a Petawawa Business Advisory Network meeting and the tender opening for the soccer field lighting project on March 5, 2024.

Councillor Karen Donovan reported she attended the Upper Ottawa Valley Chamber of Commerce International Women's Day on March 8, 2024, and Councillor Donovan was happy to report the spring and summer 2024 Town of Petawawa Community Guide is complete and available for viewing online.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network meeting on March 5, 2024, where the committee received an information update from Asset Management Coordinator, Trevor Woodtke on the blue box transition to full producer responsibility.

Mayor Gary Serviss reported he recently attended several County of Renfrew meetings including Development and Property, Renfrew Housing Corporation and Community Services. Mayor Serviss also attended an Algonquin Forestry meeting and an Ottawa Valley Forest meeting during the past month, as well as participating in the Change of Seasons Feast hosted by the Circle of Turtle Lodge at Bonnechere Provincial Park on March 23, 2024.

### **Closed Meeting**

#### **Resolution #17**

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

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, to review applications for appointments to various boards and committees.

**Carried**

Council went into closed session at 7:06 p.m.

Council reconvened to open session at 7:12 p.m.

**Business Arising From Closed Session**

A closed meeting was held. Council considered the qualifications for appointment to the Petawawa Police Services Board.

Council voted on the following resolution in open session:

Resolution #18

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That following closed session, Council reconvenes to open session and passes a resolution to appoint James Carmody, Theresa Sabourin, Ryan McFadden, and Michelle Chapin to the Petawawa Police Services Board in accordance with Section 31 (3) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1* for the remainder of the term concurrent with Council.

**Carried**

**Confirming By-law**

Resolution #19

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That By-law 1642/24 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #20

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:15 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)