



Town of Petawawa
Council-In-Committee Meeting Minutes
September 23, 2024 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
Christine Mitchell, Manager of Economic Development
Rudy Kadlec, Economic Development Coordinator
Melanie Scheer, Director of Planning and Development
Chris Mantha, Director of Public Works
Colton Kyle

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

Land Acknowledgement

Mayor Gary Serviss provided an update on a small language change to the Town of Petawawa's Land Acknowledgement. Council have agreed to change the word Anishinaabe People to Omamiwinini People, meaning down river people.

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

1. First Impressions Community Exchange (FICE) Report – Christine Mitchell, Manager of Economic Development and Rudy Kadlec, Economic Development Coordinator

Mayor Serviss welcomed Christine Mitchell and Rudy Kadlec.

Ms. Mitchell thanked Mayor Serviss and the Town Council for the opportunity to present the FICE report which was completed in collaboration with the Economic Development Department of the Municipality of North Grenville.

Mr. Kadlec outlined the importance of the FICE report and highlighted the visitor demographics during their visit, which was conducted between June 14th and July 16th, 2024, and he commented on what the visitors first impressions were of our municipality, such as the beautiful winding roads, scenic drives, well used multi-use pathways, large commercial chains along Petawawa Boulevard and the lack of a traditional downtown core.

Mr. Kadlec provided further feedback from the report, outlining the conditions of the entrances into the community and our housing and residential areas. Ms. Mitchell commented on the Town's educational facilities and their proximity to higher education, our health, social and emergency services within our community, retail services, and our local government services.

Council provided feedback and comments on the report.

Mayor Serviss thanked Ms. Mitchell and Mr. Kadlec for their thorough presentation and acknowledged their efforts in promoting this Community Exchange program which allows municipalities to gain insight about how visitors engage and experience their community.

Economic Development

1. Monthly Report – August 2024

Christine Mitchell, Manager of Economic Development, provided an overview of the monthly report. Ms. Mitchell highlighted recent business development activities, partner engagements, programs, projects, and events realized over the month of August. Ms. Mitchell reported on the successful opening of a new tattoo business in Petawawa, the Comfort Station Boardwalk Program, and the recent Youth Market that the Town hosted as part of the Entrepreneurship Camp Program.

Moved by Murray Rutz

Seconded by Karen Donovan

That the Economic Development monthly report for August be accepted as information.

Carried

Planning and Development

1. Monthly Report – September 2024

Melanie Scheer, Director of Planning and Development, provided an overview of the monthly report. Ms. Scheer highlighted the active subdivisions, Zoning By-law amendments, and site plan reviews for the Highland Park Apartments, Petawawa Animal Hospital and new applications at 2337C Petawawa Boulevard and 255 Murphy Road. Ms. Scheer commented on the Official Plan appeal deadline having passed with no appeals and the Plan now being in effect and posted on the Town website.

Moved by Theresa Sabourin
Seconded by James Carmody

That the Planning and Development monthly report for September be accepted as information.

Carried

2. Building Activity Monthly Report – August 2024

Melanie Scheer provided an overview of the monthly report.

Moved by Murray Rutz
Seconded by Lisa Coutu

That the Building activity report for August be accepted as information.

Carried

Public Works

1. Monthly Report – August 2024

Chris Mantha, Director of Public Works, provided an overview of the report. Mr. Mantha reported on the status of the Public Works Office expansion, the Comfort Station, and the Wolfe Avenue, Portage Road, and Murphy Road construction projects. Mr. Mantha also reported on the status of the department's infrastructure priorities such as the Town's fleet procurement and the Net Zero Project. Mr. Mantha commented on receiving no tender applications for the Grit Tank # 2 repairs, and he stated that staff will revisit the proposed scope of work and consider re-tendering for completion in 2025.

Moved by Lisa Coutu
Seconded by James Carmody

That the Public Works monthly report for August be accepted as information.

Carried

2. PW-24-2024 – Draft Policy A-18 – Use of Town Vehicles

Chris Mantha provided an overview of the report.

Moved by Karen Donovan

Seconded by Murray Rutz

That Council approves draft Policy A-18, Use of Town Vehicles, as presented and that a by-law be brought forward to the next meeting of Council to amend the Human Resources Corporate Policies and Procedures By-law 843/13 to include Policy A-18.

Carried

General Matters

There was nothing to report.

Closed Meeting

Moved by James Carmody

Seconded by Lisa Coutu

That the meeting be closed pursuant to Section 239 (2) (b) of the *Municipal Act, 2001, S.O. 2001, c.25*, to discuss personal matters about an identifiable individual, including municipal or local board employees, to review an application for appointment to the Petawawa Equity, Diversity and Inclusion Advisory Committee.

Carried

Council went into closed session at 7:46 p.m.

Council reconvened to open session at 7:53 p.m.

Business Arising from Closed Session

A closed meeting was held. Council discussed an application for an indigenous member to the Equity, Diversity and Inclusion Advisory Committee.

Council voted on the following resolution in open session:

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That following closed session, Council reconvenes to open session and passes a resolution to appoint Patrick Aird to the Equity, Diversity and Inclusion Advisory Committee.

Carried

Adjournment

Moved by Lisa Coutu

Seconded by James Carmody

That the meeting be adjourned.

Carried

The meeting adjourned at 7:55 p.m.

Signature of the Clerk (Original Signed)