



Town of Petawawa
Regular Meeting of Council Minutes
October 7, 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
Melanie Scheer, Director of Planning and Development
Judith DeGeer
Lynn Davenport

Call to Order

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

Mayor Serviss took a moment to acknowledge the passing of Terry Behnke, a former Petawawa resident and long-time community volunteer. Mayor Serviss offered condolences to the family and asked those in attendance to keep the Behnke family in their thoughts during this difficult time.

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 James Carmody

Seconded by Adam Driscoll

That the agenda for the October 7, 2024 regular meeting of Council be adopted as amended.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. **Council Meeting (September 16, 2024)**

Resolution #2

Moved by Theresa Sabourin

Seconded by Murray Rutz

That the minutes of the regular meeting of Council held September 16, 2024 be approved as printed and circulated.

Carried

Presentations

There were no presentations.

By-laws

1. **By-law 1689/24 – being a by-law to amend By-law 843/13, being a by-law to adopt Human Resources Corporate Policies and Procedures for the Corporation of the Town of Petawawa**

Resolution #3

Moved by Adam Driscoll

Seconded by Murray Rutz

That By-law 1689/24, being a by-law to amend By-law 843/13, being a by-law to adopt Human Resources Corporate Policies and Procedures for the Corporation of the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by Karen Donovan

Seconded by James Carmody

That By-law 1689/24, be read a third and final time and passed.

Carried

2. By-law 1690/24 – being a by-law to authorize an agreement between the Town of Petawawa and Judith Anne DeGeer and Andrew DeGeer

Resolution #5

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1690/24, being a by-law to authorize an agreement between the Town of Petawawa and Judith Anne DeGeer and Andrew DeGeer, be read a first and second time.

Carried

Resolution #6

Moved by Theresa Sabourin

Seconded by Adam Driscoll

That By-law 1690/24, be read a third and final time and passed.

Carried

Correspondence

There was no correspondence.

Minutes

1. Council-In-Committee Meeting (September 23, 2024)

Resolution #7

Moved by Lisa Coutu

Seconded by James Carmody

That the minutes of the Council-In-Committee meeting held on September 23, 2024, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Petawawa Accessibility Advisory Committee Meeting (June 27, 2024)

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

Resolution #8

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on June 27, 2024, be adopted as information.

Carried

3. Petawawa Business Advisory Network Meetings (August 6, 2024, and September 10, 2024)

Councillor Adam Driscoll provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #9

Moved by Adam Driscoll

Seconded by Karen Donovan

That the minutes of the Petawawa Accessibility Advisory Committee meetings held on August 6, 2024, and September 10, 2024, be adopted as information.

Carried

4. Equity, Diversity and Inclusion Advisory Committee Meeting (August 2, 2024)

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

Resolution #10

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the minutes of the Equity, Diversity and Inclusion Advisory Committee meeting held on August 28, 2024, be adopted as information.

Carried

Staff Reports

1. CAO-04-2024 – Pembroke and Area Warming Centre

Scott Randolph, CAO, provided an overview of the report.

Resolution #11

Moved by Theresa Sabourin

Seconded by Murray Rutz

That Council approves the request for \$20,000.00 in funding to the County of Renfrew for the operation of a Warming Centre in the City of Pembroke to support individuals in need during the 2024/25 winter season; and

That the Striking Committee recommends that Councillor Karen Donovan represent the Town of Petawawa on an ad-hoc committee being established in an advisory capacity.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin reported she participated in the Emergency and Protective Services United event on September 7, 2024, attended De-escalating Potentially Violent Situations training on September 17, 2024, and she took part in the Zone 2 meetings for the Ontario Association of Police Services Boards held in Pembroke on September 19 and 20, 2024. Deputy Mayor Sabourin also reported that she attended the Grand Openings of Ottawa Valley Boxing on September 21, 2024, and Taco Bell on September 23, 2024, and she attended an Equity, Diversity and Inclusion Advisory Committee meeting on September 25, 2024. Deputy Mayor Sabourin also reported she took part in the County of Renfrew Day on September 25, 2024, and the Taste of the Valley event and the Chamber of Commerce Awards Gala on September 28, 2024.

Councillor James Carmody reported he chaired a Petawawa Public Library Board meeting on September 23, 2024, and he attended the Taste of the Valley event and Upper Ottawa Valley Chamber of Commerce Awards Gala on September 28, 2024. Councillor Carmody also reported he took part in the Town of Petawawa's Truth and Reconciliation Ceremony on October 1, 2024.

Councillor Lisa Coutu reported she attended a Petawawa Public Library Board meeting on September 23, 2024, and she chaired an Equity, Diversity and Inclusion Advisory Committee meeting on September 25, 2024. Councillor Coutu also reported that she had the opportunity to read former Prime Minister Stephen Harper's apology letter at a recent Truth and Reconciliation Ceremony at a County meeting on September 25, 2024. Councillor Coutu also reported she attended an Algonquin of Pikwakanagan Open House and the County's Open House on September 26, 2024, Taste of the Valley on September 28, 2024, and the Town's Truth and Reconciliation Ceremony on October 1, 2024.

Councillor Adam Driscoll reported he also attended the Open House at the Algonquins of Pikwakanagan on September 26, 2024, and he participated in the Taste of the Valley event and the Upper Ottawa Valley Chamber of Commerce Awards Gala both on September 28, 2024. Councillor Driscoll also reported he attended a Petawawa Business Advisory Network meeting on October 1, 2024.

Councillor Karen Donovan reported she also attended the Grand Openings of Ottawa Valley Boxing and Taco Bell, and she participated in a Lunch and Learn seminar at the Civic Centre on September 24, 2024. Councillor Donovan also reported she attended

the Garrison Petawawa Truth and Reconciliation Ceremony on September 26, 2024, took in the Taste of the Valley event and the Chamber of Commerce Awards Gala on September 28, 2024. Councillor Donovan also reported that she attended a Petawawa Business Advisory Network meeting on October 1, 2024, and she participated in the Town's Truth and Reconciliation Ceremony later that same day.

Councillor Murray Rutz reported he attended a Pembroke and Area Airport Commission meeting on September 19, 2024, the Grand Opening of Ottawa Valley Boxing on September 21, 2024, and the Grand Opening of Taco Bell on September 23, 2024. Councillor Rutz also reported that he attended the Taste of the Valley event on September 28, 2024.

Mayor Gary Serviss reported he attended the Grand Openings of Ottawa Valley Boxing and Taco Bell, a Town Branding meeting on September 24, 2024, and a Senior's Advisory Committee selection meeting later that same day. Mayor Serviss also reported that he attended County Council on September 25, 2024, the Algonquins of Pikwakanagan Open House and County Day on September 26, 2024, the Taste of the Valley event on September 28, 2024, and later that day the Awards Gala when former Mayor Bob Sweet was recognized with a Lifetime Achievement Award. Mayor Serviss reported he also attended the Town's Truth and Reconciliation Ceremony on October 1, 2024, and a City of Pembroke Liaison meeting on October 7, 2024.

Closed Meeting

Resolution #12

Moved by Lisa Coutu

Seconded by Karen Donovan

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 regarding Festival Hall Management and to review applications for appointment to the Petawawa Seniors Advisory Committee.

Carried

Council went into closed session at 7:21 p.m.

Council reconvened to open session at 7:52 p.m.

Business Arising From Closed Session

A closed meeting was held. Council discussed the management agreement with Festival Hall and considered the appointments of Committee members for the Seniors Advisory Committee.

Council voted on the following resolutions in open session.

Resolution #13

Moved by Karen Donovan

Seconded by Murray Rutz

That Council of the Town of Petawawa endorse an amended Festival Hall Management Agreement with Eventure Entertainment, including a revised contract termination date of December 31, 2024; and

Furthermore, that Council of the Town of Petawawa endorse the Festival Hall Consortium to proceed with a Request for Proposal (RFP) process for management services of Festival Hall understanding that it is distributed as soon as possible to allow for a successful transition between the outgoing and incoming management provider.

Carried

Resolution #14

Moved by Lisa Coutu

Seconded by James Carmody

That Council appoints the following persons to the Petawawa Seniors Advisory Committee for the remaining term concurrent with Council:

- Sandy Edwards;
- Cindy Nicholas;
- Janice Bunn;
- Lynn Davenport; and
- Anna Marie Batelaan; and

That the Striking Committee recommends the following Committee appointments for members of Council to the Petawawa Seniors Advisory Committee for the remaining term concurrent with Council:

- Deputy Mayor Theresa Sabourin
- Councillor Karen Donovan

Carried

Confirming By-law

Resolution #15

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That By-law 1691/24 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #16

Moved by Adam Driscoll

Seconded by Karen Donovan

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:54 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)