



**Town of Petawawa**  
**Council-In-Committee Meeting Minutes**  
**October 28, 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  
Christine Mitchell, Manager of Economic Development  
Melanie Scheer, Director of Planning and Development  
Chris Mantha, Director of Public Works  
Natalie Cote  
Clark Cote  
Christine Schardt  
Steve Schardt  
Brady McNish  
Danielle McNish  
Jack Lapierre  
Wayne Bando

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

**Land Acknowledgement**

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. **Certificates of Recognition – Honouring 2024 Child Care Worker and Early Childhood Educators – Natalie Cote and Christine Schardt**

Mayor Serviss welcomed Natalie Cote and Christine Schardt and along with Deputy Mayor Theresa Sabourin, proceeded to present each with a Certificate of Recognition and a gift as tokens of appreciation to honour their long years of service as Early Childhood Educators. Mayor Serviss thanked Natalie and Christine for their dedication and commitment in supporting children's growth and development.

Council broke for a short recess at 6:38 p.m.

Council reconvened at 6:40 p.m.

## **Economic Development**

1. **Monthly Report – September 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 September. Ms. Mitchell reported on the successful grand openings of Ottawa Valley Boxing and Taco Bell. Ms. Mitchell also reported on the well-attended Taste of the Valley event that saw over 3,500 people participate. Ms. Mitchell commented on a recent meeting with representatives from Odyssey Shuttles on a proposed new business registration in Petawawa.

**Moved by James Carmody**

**Seconded by Karen Donovan**

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

**Carried**

2. **ED-14-2024 – Kiddyland Park Design Concept**

Christine Mitchell provided an overview of the report. Ms. Mitchell commented on the THINC Design Concept plan for Kiddyland Park which incorporated elements of previously endorsed projects from Council, and she highlighted the proposed site redevelopment initiatives for this eight-acre property of town-owned land.

This report is provided for Council information and it will be part of upcoming budget considerations.

## **Planning and Development**

### 1. Monthly Report – October 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, site plan reviews, and building permits for the previous month. Ms. Scheer commented on an upcoming Planning Report that her department is working on regarding the impact of the new Provincial Policy Statement and the effects it will have on the growth and development in Petawawa.

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

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

**Carried**

### 2. PL-27-2024 – Amendment to Site Development Agreement, Petawawa Animal Hospital, 1000671679 Ontario Ltd., Part of Lot 22, Concession 5, being Part 1 on Plan 49R-20323

Melanie Scheer provided an overview of the report.

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That Council accepts this report and enters into a revised development agreement with the owner.

**Carried**

### 3. PL-28-2024 – Zoning By-law Amendment Application Z186, Jp2g Consultants Inc. (agent) for 2833868 Ontario Inc., Part of Lot 18, Concession 7, 374 Murphy Road

Melanie Scheer provided an overview of the report.

This report has been provided for information purposes only. A public meeting has been scheduled for November 18, 2024.

### 4. PL-29-2024 – Lifting Part Lot Control, Block 60 and 61, Plan 49M-50, Sandstone Crescent

Melanie Scheer provided an overview of the report.

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council enacts a part lot control exemption by-law for Blocks 60 and 61 on Plan 49M-50, to expire two years from the date of its passing.

**Carried**

5. PL-30-2024 – Proposed Temporary Use By-law Z185 (Hoskins), 255 Murphy Road, Part of Lot 20, Concession 6, Part 1 on 49R-12748 and Part 1 on 49R-16552

Melanie Scheer provided an overview of the report.

This report has been provided for information purposes only.

### **Public Works**

1. Monthly Report – September 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, the arrival of the new electric vehicle, the Net Zero Project, and that 2025 budget planning has begun. Mr. Mantha was happy to report on the recent success of the Town's Public Works staff at the Renfrew County Roads Supervisors Association's Safe Driving Truck Roadeo on September 5, 2024, that included Rob Gallant placing 5<sup>th</sup> and Brady Durocher narrowly missing the top 10 and placing 12<sup>th</sup>.

**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

That the Public Works monthly report for September be accepted as information.  
**Carried**

2. PW-25-2024 – All-Way Stop Conditions at Chad Street/Zachary Street/William Thomas Drive and Canadian Forces Drive/Town Centre Boulevard

Chris Mantha provided an overview of the report.

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council approves the All-Way Stop condition at the intersection of Chad Street/Zachary Street/William Thomas Drive; and

That Council approves the All-Way Stop condition at the intersection of Canadian Forces Drive/Town Centre Boulevard; and

That a by-law be brought forward at the next meeting of Council to implement the All-Way Stop conditions under Section 137 (a) of the *Highway Traffic Act, R.S.O. 1990, c.H.8*, as amended.

**Carried**

3. PW-27-2024 – Petawawa and Laurentian Valley Winter Maintenance Operations Agreement on Boundary Roads

Chris Mantha provided an overview of the report.

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That Council approves the proposed Winter Maintenance Operations Agreement on Boundary Roads between the Town of Petawawa and the Township of Laurentian Valley as presented; and

That a by-law be brought forward to a future meeting of Council to enter into said agreement.

**Carried**

4. PW-28-2024 – Transfer of Budgetary Funds to Complete Tree Clearing from Proposed New Road within the Town of Petawawa Industrial Park

Chris Mantha provided an overview of the report.

**Moved by Adam Driscoll**

**Seconded by Murray Rutz**

That Council approves the transfer of \$50,000.00 from the Industrial Reserve to cover the costs of tree removal as a first step in the process of constructing a new road within the Industrial Park.

**Carried**

### General Matters

There was nothing to report.

### Closed Meeting

There was no closed meeting.

### Adjournment

**Moved by Lisa Coutu**

**Seconded by Adam Driscoll**

That the meeting be adjourned.

**Carried**

The meeting adjourned at 8:07 p.m.



Signature of the Clerk