



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**February 2, 2026 at 6:30 p.m.**  
**Council Chambers**

**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:**

Colin Howard, Chief Administrative Officer/Deputy Clerk  
Brad Pilon, IT Systems and Cloud Administrator  
Meaghan O'Quinn, Director of Finance/Treasurer

**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 Gary Serviss asked those in attendance to stand for a moment of silent reflection.

**Approval of Agenda**

**Resolution #1**

**Moved by Lisa Coutu**  
**Seconded by Murray Rutz**

That the agenda for the February 2, 2026 regular meeting of Council, be adopted as presented.

**Carried**

### **Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

### **Approval of Minutes**

1. Council Meeting (January 19, 2026)

#### Resolution #2

**Moved by James Carmody**

**Seconded by Theresa Sabourin**

That the minutes of the regular meeting of Council held January 19, 2026, be approved as printed and circulated.

**Carried**

### **Presentations**

There were no presentations.

### **By-laws**

1. By-law 1805/26 – 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 1805/26, 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 Theresa Sabourin**

**Seconded by James Carmody**

That By-law 1805/26, be read a third and final time and passed.

**Carried**

2. By-law 1806/26 – being a by-law to regulate and license the keeping of backyard chickens within the Town of Petawawa

#### Resolution #5

**Moved by Lisa Coutu**

**Seconded by Adam Driscoll**

That By-law 1806/26, being a by-law to regulate and license the keeping of backyard chickens within the Town of Petawawa, be read a first and second time.

**Carried**

Resolution #6

**Moved by James Carmody**

**Seconded by Theresa Sabourin**

That By-law 1806/26, be read a third and final time and passed.

**Carried**

3. By-law 1807/26 – being a by-law to set water and sewage service rates for the year 2026

Resolution #7

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That By-law 1807/26, being a by-law set water and sewage service rates for the year 2026, be read a first and second time.

**Carried**

Resolution #8

**Moved by Lisa Coutu**

**Seconded by Murray Rutz**

That By-law 1807/26, be read a third and final time and passed.

**Carried**

4. By-law 1808/26 – being a by-law to amend By-laws 971/15 and 1757/25, being a by-law to authorize the execution of a Service Contract with Miller Waste Systems Inc. for the collection and transportation of garbage, recyclable material, source separated organics and yard waste

Resolution #9

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That By-law 1808/26, being a by-law to amend By-laws 971/15 and 1757/25, being a by-law to authorize the execution of a Service Contract with Miller Waste Systems Inc. for the collection and transportation of garbage, recyclable material, source separated organics and yard waste, be read a first and second time.

**Carried**

Resolution #10

**Moved by Theresa Sabourin**

**Seconded by Lisa Coutu**

That By-law 1808/26, be read a third and final time and passed.

**Carried**

**Correspondence**

1. OMERS Governance Changes & Bill 68 – Association of Municipalities of Ontario (AMO)

Mayor Gary Serviss introduced the item of correspondence. Colin Howard, Chief Administrative Officer/Deputy Clerk, provided an overview of the proposed changes to OMERS governance structure through Bill 68.

Resolution #11

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

Whereas the Ontario Municipal Employees Retirement System (OMERS) Pension Fund serves over 1,000 employers and over half a million employees and retirees from diverse groups including: municipal governments, school boards, libraries, police and fire departments, children's aid societies, and electricity distribution companies; and

Whereas the long-standing jointly sponsored governance model with two corporate boards has provided stability, accountability, and fairness for both plan members and employers for more than two decades; and

Whereas the Government of Ontario has passed legislative changes to OMERS' governance structure through Bill 68; and

Whereas these changes would replace the current OMERS Sponsors Corporation with a new Sponsors Council that would lose its corporate status and independent resources; and

Whereas the proposed model could allow pension decisions affecting municipal employers and employees to be made without meaningful municipal oversight, increasing financial risk for municipalities and local taxpayers; and

Whereas municipalities are already under significant financial strain and cannot absorb additional pension costs without consequences for property taxes or local services;

Now Therefore Be It Resolved that the Corporation of the Town of Petawawa does not support the legislative changes to the OMERS Act contained in Bill 68 and requests that the Government of Ontario reconsider the advisability of proceeding with these changes; and

Further Be It Resolved that the Council of the Corporation of the Town of Petawawa supports the Association of Municipalities of Ontario (AMO) in calling on the Government of Ontario to maintain the current OMERS governance model, with two corporate Boards, as the structure that would best deliver on the long-term interests of municipalities, taxpayers, and employees; and

Be It Further Resolved that this resolution be circulated to:

- The Honourable Rob Flack, Minister of Municipal Affairs and Housing;
- The Honourable Peter Bethlenfalvy, Minister of Finance;
- Billy Denault, MPP, Renfrew-Nipissing-Pembroke; and
- The Association of Municipalities of Ontario (AMO).

**Carried**

2. We Stand for Survivor's Campaign – Kim Charlebois, Status Project Coordinator, Women's Sexual Assault Centre Renfrew County

Mayor Serviss presented the item of correspondence.

Resolution #12

**Moved by Murray Rutz**

**Seconded by James Carmody**

That Council approves the request from the Women's Sexual Assault Centre Renfrew County to hang its banner for the month of May as part of its "We Stand with Survivors Campaign"; and

That the banner be displayed at the Petawawa Civic Centre.

**Carried**

## Minutes

1. Council-In-Committee Meeting (January 26, 2026)

Resolution #13

**Moved by Karen Donovan**

**Seconded by Lisa Coutu**

That the minutes of the Council-In-Committee meeting held on January 26, 2026, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Festival Hall Committee (December 10, 2025)

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

Resolution #14

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

That the minutes of the Festival Hall Committee meeting held on December 10, 2025, be adopted as information.

**Carried**

3. Petawawa OPP Detachment Board (December 17, 2025)

Councillor James Carmody provided an overview of the recent activities of the Petawawa OPP Detachment Board.

Resolution #15

**Moved by James Carmody**

**Seconded by Theresa Sabourin**

That the minutes of the Petawawa OPP Detachment Board meeting held on December 17, 2025, be adopted as information.

**Carried**

**Staff Reports**

1. FIN-02-2026 – Q4 2025 Financial Update

Meaghan O'Quinn, Director of Finance/Treasurer, provided an overview of the report.

Resolution #16

**Moved by Lisa Coutu**

**Seconded by Murray Rutz**

That Report FIN-02-2026, be received for information.

**Carried**

2. FIN-03-2026 – 2025 Reserve Fund Transfers

Meaghan O'Quinn provided an overview of the report.

Resolution #17

**Moved by James Carmody**

**Seconded by Lisa Coutu**

That Council approves the proposed transfers into and from the Town's Reserve Funds as outlined in Table 1: Recommended transfers into Reserve Funds and Table 2: Recommended transfers out of Reserve Funds of Report FIN-03-2026 as presented.

**Carried**

3. LEG-04-2026 – Restricted Acts after Nomination Day/Also known as “Lame Duck” Period

Colin Howard, Chief Administrative Officer/Deputy Clerk, presented the report.

Resolution #18

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

That Council delegates authority to the Chief Administrative Officer, in the event that Council finds itself subject to Section 275 of the *Municipal, Act, 2001*, S.O. 2001, c. 25, as amended, regarding “Restricted Acts After Nomination Day”, the powers:

- to appoint or remove from office any officer of the municipality;
- to hire or dismiss any employee of the municipality;
- to dispose of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- to make any expenditure or incur any other liability which exceeds \$50,000.

And that a by-law be brought forward at the next meeting of Council to formally approve the delegation.

**Carried**

4. LEG-05-2026 – 2026 Municipal Election Compliance Audit Committee Terms of Reference

Colin Howard presented the report.

Resolution #19

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That Council approves the 2026 Municipal Election Compliance Audit Committee Terms of Reference as presented, and that Council formally adopts the terms of reference by by-law at the next meeting of Council; and

That the Clerk is authorized to solicit candidates for appointment to the Compliance Audit Committee.

**Carried**

**Councillor Reports**

Deputy Mayor Theresa Sabourin reported she attended a Garrison Petawawa Diversity and Employment Equity Advisory Group meeting on January 22<sup>nd</sup> and a Petawawa OPP Detachment Board meeting on January 28<sup>th</sup>. Deputy Mayor Sabourin also attended a meeting on February 2<sup>nd</sup> to discuss planning the upcoming visit of the Mayor Ben Visser

of Eemsdelta, Netherlands on May 10, 2026. Deputy Mayor Sabourin reminded Petawawa residents that they can provide feedback at the open house for the Town's Transportation Feasibility Study on February 4, 2026, at the Rotary Room located at 16 Civic Centre Road from 4:00 pm to 7:00 pm.

Councillor James Carmody reported he chaired a meeting of the Petawawa OPP Detachment Board on January 28<sup>th</sup>.

Councillor Lisa Coutu reported she attended a meeting of the Garrison Petawawa Diversity and Employment Equity Advisory Group on January 22<sup>nd</sup>, and she chaired a meeting of the Equity, Diversity and Inclusion Advisory Committee on January 28<sup>th</sup>. Councillor Coutu reported that the Town's Pride event will take place on June 12, 2026.

Councillor Adam Driscoll reported on a fundraising initiative he is spearheading to improve the aging outdoor hockey rink boards. Councillor Driscoll commented that interested businesses and individuals will be able to purchase eight-foot sections of boards including advertising to help revitalize our outdoor rink.

Councillor Karen Donovan reported she attended two Seniors Advisory Committee meetings on January 21<sup>st</sup> and January 23<sup>rd</sup> and she participated in AMO's Healthy Democracy Leadership Series, Stronger Leaders on January 28<sup>th</sup>. Councillor Donovan also reported she attended the 50 years in nursing celebration at Algonquin College on January 29<sup>th</sup>.

Councillor Murray Rutz reported he chaired a meeting of the Festival Hall Committee on January 23, 2026, and he attended a meeting of the Ottawa Valley Waste Management Board on January 29<sup>th</sup>, where he was again elected Vice Chair.

Mayor Gary Serviss reported he attended a meeting for the upgrades to the sound and audio improvements at the Civic Centre Banquet Hall on January 14, 2026. Mayor Serviss also reported he attended a County of Renfrew Health Committee meeting on January 14<sup>th</sup>, a Highway 17 expansion meeting on January 15<sup>th</sup>, a Trails Committee meeting with Garrison Petawawa on January 20<sup>th</sup>, a County of Renfrew Development and Property Committee meeting on January 28<sup>th</sup>, and a County 2026 Budget meeting on January 29<sup>th</sup>. Mayor Serviss also reported that he attended the Rural Ontario Municipal Association conference in Toronto with the CAO last month to deliver five delegations requests to various ministries of the provincial government and earlier today he participated in a virtual meeting regarding the upcoming visit of the Mayor of Eemsdelta.

### **Closed Meeting**

There was no closed meeting.

### **Confirming By-law**

### **Resolution #20**

**Moved by James Carmody**

**Seconded by Lisa Coutu**

That By-law 1809/26 be read a first, second and third time and passed.

**Carried**

**Adjournment**

**Resolution #21**

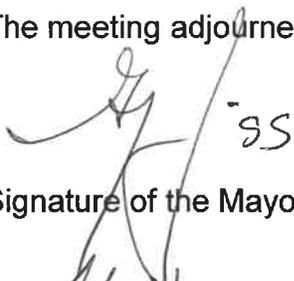
**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

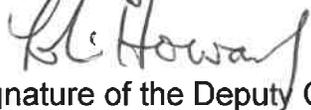
That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:32 p.m.

A handwritten signature in black ink, appearing to be 'J. G. -95', written over a vertical line.

Signature of the Mayor

A handwritten signature in black ink that reads 'B. Howay'.

Signature of the Deputy Clerk