



Town of Petawawa
Regular Meeting of Council Minutes
April 7, 2026 at 6:00 p.m.
Council Chambers

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin (virtual attendance)
Councillor James Carmody
Councillor Lisa Coutu
Councillor Karen Donovan
Councillor Murray Rutz

Regrets:

Councillor Adam Driscoll

Also Present:

Colin Howard, Chief Administrative Officer
Dawn Recoskie, Director of Legislative Services/Clerk
Kate Bennett, Legislative Services Coordinator
Sue Leclair, Children's Services Manager, Petawawa Military Family Resource Centre
Margo Smith, Manager of Children's Services, County of Renfrew
Colton Kyle
Ray & Joyce Serre
Connie Ladas
Jimmy Gilbert
Isla Serre
Gary Pardy
Ashley Pardy-Serre
Nikki Grills
The Murphy's
Jen & Summer Sparling
Laura & Hayley Howat
Jenny & Maggie Alexander
Chris & Jess Butcher

Miley Postma
Jordan & Taylor Butcher
Dylan, Erin, Florence, & Lydia McCabe
Rebecca & Norah Lynde
Layla Murphy
Aliyah Malone-Baker
Garth MacLeod
Callie MacLeod

Call to Order

The Mayor called the meeting to order at 6:00 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.

Mayor Serviss recognized Artemis II crew member Canadian Colonel Jeremy Hansen on his lunar flyby mission.

Approval of Agenda

Resolution #1

Moved by Murray Rutz

Seconded by James Carmody

That the agenda for the April 7, 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 (March 16, 2026)**

Resolution #2

Moved by Karen Donovan

Seconded by Lisa Coutu

That the minutes of the regular meeting of Council held March 16, 2026, be approved as printed and circulated.

Carried

Presentations

1. EarlyOn Child and Family Centre in Petawawa –Sue Leclair, Children’s Services Manager, Petawawa Military Family Resource Centre

Mayor Serviss welcomed Sue Leclair, Children’s Services Manager for the Petawawa Military Family Resource Centre, who was accompanied by Margo Smith, Manager of Children’s Services for the County of Renfrew.

Sue Leclair provided an overview of the services provided at the EarlyOn Child and Family Centres located at the South Side Community Centre and Garrison Petawawa Recreation Centre. EarlyOn programs support children, parents/guardians and care providers with children from birth to age six; programs are offered at no cost and can be accessed in-person, at outreach events, and through virtual programming on YouTube, Facebook, and Instagram. Programs are offered to both military and civilian families.

On behalf of Council, Mayor Serviss thanked Sue Leclair for her presentation.

2. Valour Junior Girls Volleyball Team – EOSSAA Gold Medal Champions

Mayor Serviss presented medallions to the members of the Valour Junior Girls Volleyball Team and their coaches, recognizing their recent gold medal win at the Eastern Ontario Secondary School Athletic Association (EOSSAA) championships.

Council broke for a short recess at 6:32 p.m.

Council reconvened at 6:36 p.m.

By-laws

1. By-law 1824/26 – being a by-law to authorize the execution of a Transfer Payment Agreement, to receive funding under the Community Emergency Preparedness Grant Program, with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response

Resolution #3

Moved by Murray Rutz

Seconded by Karen Donovan

That By-law 1824/26, being a by-law to authorize the execution of a Transfer Payment Agreement, to receive funding under the Community Emergency Preparedness Grant Program, with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response, be read a first and second time.

Carried

Resolution #4

Moved by Theresa Sabourin

Seconded by James Carmody

That By-law 1824/26, be read a third and final time and passed.

Carried

2. By-law 1825/26 – being a by-law to authorize the execution of a Letter of Agreement between the Town of Petawawa and His Majesty the King in right of the Province of Ontario, as represented by the Minister of Transportation, to receive funding under the Dedicated Gas Tax Funds for Public Transportation Program

Resolution #5

Moved by James Carmody

Seconded by Karen Donovan

That By-law 1825/26, being a by-law to authorize the execution of a Letter of Agreement between the Town of Petawawa and His Majesty the King in right of the Province of Ontario, as represented by the Minister of Transportation, to receive funding under the Dedicated Gas Tax Funds for Public Transportation Program, be read a first and second time.

Carried

Resolution #6

Moved by Lisa Coutu

Seconded by Murray Rutz

That By-law 1825/26, be read a third and final time and passed.

Carried

3. By-law 1826/26 – being a by-law to amend By-law 1719/25, being a by-law to authorize the use of Internet and Telephone Voting for the 2026 Municipal Election

Resolution #7

Moved by Murray Rutz

Seconded by James Carmody

That By-law 1826/26, being a by-law to amend By-law 1719/25, being a by-law to authorize the use of Internet and Telephone Voting for the 2026 Municipal Election, be read a first and second time.

Carried

Resolution #8

Moved by Theresa Sabourin

Seconded by Karen Donovan

That By-law 1826/26, be read a third and final time and passed.

Carried

Correspondence

1. Integrity Commissioner Services – Annual Report – 2025 – Tony Fleming, Integrity Commissioner

Mayor Serviss presented the annual report from the Town's Integrity Commissioner, Tony Fleming. The report was received for information.

2. Petawawa Glyphosate Resolution – Office of Julie Dabrusin, Minister of the Environment, Climate Change and Nature

Mayor Serviss presented the item of correspondence. The item of correspondence was received for information.

3. 2026 Ontario Senior of the Year – Raymond Cho, Minister for Seniors and Accessibility

Mayor Serviss presented the item of correspondence, noting the deadline to submit a nomination is April 15, 2026.

4. Protecting Local Voice in Public Education – Leo Boland, Chairperson, Renfrew County District School Board

Mayor Serviss presented the item of correspondence. Following discussion, Council adopted the following resolution:

Resolution #9

Moved by Murray Rutz

Seconded by Karen Donovan

Whereas locally elected school board trustees provide essential community representation;

And Whereas rural communities rely on trustees to reflect local priorities, ensure accountability, and advocate for students;

And Whereas proposed changes may reduce or eliminate locally elected trustees;

Now Therefore Be It Resolved that Council of the Corporation of the Town of Petawawa affirms support for maintaining elected trustees;

And Further Be It Resolved that a copy of this resolution be sent to the Minister of Education, the Premier of Ontario, the Rural Ontario Municipal Association (ROMA), the Association of Municipalities of Ontario (AMO), and Billy Denault, MPP, Renfrew Nipissing Pembroke.

Carried

Minutes

1. Equity, Diversity and Inclusion Advisory Committee (January 28, 2026)

Councillor Lisa Coutu provided an overview of the recent activities of the Equity, Diversity and Inclusion Advisory Committee. Councillor Coutu invited residents to attend the upcoming Pride celebration scheduled for June 12th.

Resolution #10

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the minutes of the Equity, Diversity and Inclusion Advisory Committee meeting held on January 28, 2026, be adopted as information.

Carried

2. Petawawa OPP Detachment Board (February 18, 2026)

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

Resolution #11

Moved by James Carmody

Seconded by Theresa Sabourin

That the minutes of the Petawawa OPP Detachment Board meeting held on February 18, 2026, be adopted as information.

Carried

Staff Reports

There were no staff reports.

Councillor Reports

Deputy Mayor Theresa Sabourin reported she participated in a presentation regarding municipal government for a grade 10 Civics class at Valour JK-12 School on March 3rd. Deputy Mayor Sabourin attended the Town's employee appreciation luncheon and service award presentations on March 6th and participated in the six-month employee evaluation performance review for the CAO along with Mayor Serviss on March 16th. Deputy Mayor Sabourin participated in an anti-bullying seminar on March 17th as well as the retirement recognition event for Clarence Barink and Joanne Watts, owners of Paramount Kitchens, after being in business for 42 years. Deputy Mayor Sabourin

attended a meeting to review the Town's land acknowledgement on March 19th and chaired a meeting of the Petawawa Public Library Board on March 23rd, noting the Library's CEO recently submitted his resignation. Deputy Mayor Sabourin attended the Development Summit on March 24th as well as a meeting of the Board of Directors for the Phoenix Centre. On March 25th Deputy Mayor Sabourin participated in a meeting regarding a proposed seniors parkette, a dinner for new Pembroke Regional Hospital residents on March 27th, and a planning meeting for the Third Annual Emergency and Protective Services United event which will be held on September 12th in Petawawa.

Councillor James Carmody reported he also attended the retirement recognition event for Clarence Barink and Joanne Watts, owners of Paramount Kitchens, on March 17th. Councillor Carmody chaired a meeting of the Petawawa OPP Detachment Board on March 18th, attended the Development Summit on March 24th, and the retirement event for Librarian Janet Harkness on March 31st. Councillor Carmody also participated in the flag raising ceremony for World Autism Day on April 2nd.

Councillor Lisa Coutu reported she attended a planning meeting for the upcoming Pride celebration scheduled for June 12th. Councillor Coutu also attended the meeting to review the Town's land acknowledgement on March 19th, and a meeting of the Petawawa Public Library Board on March 23rd. Councillor Coutu attended the Development Summit on March 24th and chaired a meeting of the Equity, Diversity and Inclusion Advisory Committee on March 25th, as well as the retirement event for Librarian Janet Harkness on March 31st.

Councillor Karen Donovan reported she attended the retirement recognition event for Clarence Barink and Joanne Watts, owners of Paramount Kitchens, on March 17th and the Development Summit on March 24th. Councillor Donovan attended a meeting of the Seniors Advisory Committee on April 1st (unfortunately there was no quorum to complete the meeting), and a meeting between the Town and the Petawawa Housing Corporation on April 2nd.

Councillor Murray Rutz reported he attended a meeting of the Ottawa Valley Waste Management Board on March 26th. Councillor Rutz encouraged residents to support local businesses during this time of uncertainty due to world events.

Mayor Gary Serviss reported he participated in the six-month employee evaluation performance review for the CAO along with Deputy Mayor Sabourin on March 16th. Mayor Serviss also attended the retirement recognition event for Clarence Barink and Joanne Watts, owners of Paramount Kitchens, on March 17th, as well as the land acknowledgement review on March 19th. Mayor Serviss also attended the biannual meeting for Deep River and District Health earlier today, noting the DRDH Foundation has raised \$1.1 million.

Closed Meeting

There was no closed meeting.

Confirming By-law

Resolution #12

Moved by Murray Rutz

Seconded by Lisa Coutu

That By-law 1827/26 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #13

Moved by Lisa Coutu

Seconded by James Carmody

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:10 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)