



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**October 6, 2025 at 6:30 p.m.**  
**Silver Threads Seniors Centre**

**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  
Dawn Recoskie, Director of Legislative Services/Clerk  
Kate Bennett, Legislative Services Coordinator  
Melanie Scheer, Director of Planning and Development  
Chris Mantha, Director of Public Works  
Nick Gooderham, General Manager, Ottawa Valley Forest Inc.  
John Yakabuski  
Brad Sweet  
Charity Parisien  
Todd Clark

**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 Murray Rutz**

**Seconded by James Carmody**

That the agenda for the October 6, 2025 regular meeting of Council be adopted as presented.

**Carried**

## **Disclosure of Pecuniary Interest**

In accordance with Section 5 (1) of the *Municipal Conflict of Interest Act*, R.S.O. 1990, c.M.50., as amended, where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

### 1. **Declaration #2025-04**

Deputy Mayor Theresa Sabourin declared a potential indirect pecuniary interest with respect to Staff Report PL-30-2025 – Official Plan Amendment No. 24 – Clark, Steffen Street, Registered Plan 547 Lots 1 & 7, as she resides near the proposed OPA and may be selling her property in the near future.

## **Approval of Minutes**

### 1. **Council Meeting (September 15, 2025)**

#### **Resolution #2**

**Moved by Karen Donovan**

**Seconded by Theresa Sabourin**

That the minutes of the regular meeting of Council held September 15, 2025, be approved as printed and circulated.

**Carried**

## **Presentations**

1. Glyphosate in Forest Management – Nick Gooderham, General Manager, Ottawa Valley Forest Inc.

Mayor Serviss welcomed Nick Gooderham and John Yakabuski to address Council.

Nick Gooderham outlined weed control methods including mechanical site preparation, brush saws, and herbicides. He explained prescribed fires, the use of sheep, and brush mats are not the best methods. There is a risk of the fire escaping and causing damage to property; the use of sheep requires a large number, the sheep don't eat all the weeds, and the sheep can bring disease to wildlife; brush mats tend to be expensive, cumbersome and not very effective.

Nick Gooderham then spoke regarding the use of herbicides, indicating the most commonly used one is Glyphosate; it is primarily used for agriculture (80% of all use) mainly for weed control, has been in use for agriculture since 1971, and used in forestry for weed control since 1976, it is the most studied herbicide on the market, and in 2017 a comprehensive review of studies on glyphosate use and impacts was done in Canada and Health Canada's findings were that "When used according to the label instructions, products containing glyphosate are not expected to pose risks of concern to human health or the environment". Nick Gooderham indicated Glyphosate is less toxic than many common household chemicals such as vinegar or table salt.

Following a thorough discussion with members of Council, Mayor Serviss thanked Nick Gooderham and John Yakabuski for their presentation.

## **By-laws**

There were no by-laws.

## **Correspondence**

1. VET4PET Volunteer Proposal – Ryan Gingras

Council reviewed the volunteer proposal from Petawawa resident Ryan Gingras and adopted the following motion:

### Resolution #3

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council approves the request from Ryan Gingras to establish a "VET4PET" initiative where Mr. Gingras will bring volunteer veterans together twice per month to collect and dispose of garbage in an organized, safe and efficient manner. The Town will provide pet waste bags and garbage bags for use by the

volunteers, and guidance for this volunteer initiative will be provided by the Civic Properties division of Public Works.

**Carried**

2. OPP Cost Recovery Model Review – The Honourable Michael S. Kerzner, Solicitor General

Mayor Serviss presented the item of correspondence, highlighting an established 11% cap on the increase in policing costs owed by municipalities for the 2026 calendar year when compared to 2025.

The item of correspondence was received for information.

**Minutes**

1. Council-In-Committee Meeting (September 22, 2025)

Resolution #4

**Moved by Lisa Coutu**

**Seconded by James Carmody**

That the minutes of the Council-In-Committee meeting held on September 22, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

2. Petawawa OPP Detachment Board (June 18, 2025)

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

Resolution #5

**Moved by James Carmody**

**Seconded by Theresa Sabourin**

That the minutes of the Petawawa OPP Detachment Board meeting held on June 18, 2025 be adopted as information.

**Carried**

3. Petawawa Accessibility Advisory Committee (June 25, 2025)

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

Resolution #6

**Moved by Karen Donovan**

**Seconded by Lisa Coutu**

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on June 25, 2025 be adopted as information.

**Carried**

4. Seniors Advisory Committee (September 3, 2025)

Deputy Mayor Theresa Sabourin provided an overview of the recent activities of the Seniors Advisory Committee and welcomed new committee member Cheryl Pennell. Deputy Mayor Sabourin also highlighted the successful National Seniors Day event held on October 1, 2025.

Resolution #7

**Moved by Theresa Sabourin**

**Seconded by Karen Donovan**

That the minutes of the Seniors Advisory Committee meeting held on September 3, 2025 be adopted as information.

**Carried**

**Staff Reports**

At this point, Deputy Mayor Theresa Sabourin left the Council table due to her declared potential indirect pecuniary interest.

1. PL-30-2025 – Official Plan Amendment No. 24 – Clark, Steffen Street, Registered Plan 547 Lots 1 & 7

Melanie Scheer, Director of Planning and Development, provided an overview of the report. Ms. Scheer explained the purpose of the official plan amendment (OPA) application is to facilitate the creation of four (4) new lots (six (6) lots total, including the retained lots) from two existing subdivision lots serviced by partial services (municipal water and private septic). A public meeting will be scheduled for the OPA.

The report was received for information.

At this point, Deputy Mayor Theresa Sabourin returned to the Council table.

2. PW-29-2025 – Purchase Accessible Van for Local Community Transportation Program – Town Procurement File PW-23-2025

Dawn Recoskie, Director of Legislative Services/Clerk, provided an overview of the report.

Resolution #8

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

That Council authorizes staff to purchase a rear-entry wheelchair accessible minivan (Town Procurement File PW-23-2025) through Canoe Contract CAN-

20224-010-MMI from MoveMobility in the amount of \$103,516.09 plus HST using grant funds from the Community Transportation Grant Program.

**Carried**

3. PW-30-2025 – Award of Tender PW-17-2025, Supply and Delivery of LED Sport Field Lighting

Chris Mantha, Director of Public Works, provided an overview of the report.

Resolution #9

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That Council approves the award of Tender PW-17-2025 – Supply and Delivery of LED Sport Field Lighting, to the lowest bidder being Petawawa Electric Ltd. in the amount of \$127,515.00 plus HST.

**Carried**

4. PW-31-2025 – Disinfection By-Products Treatability Study Change Request – Petawawa Water Treatment Plant Capacity Evaluation

Chris Mantha, Director of Public Works, and Brad Sweet, Senior Operations Manager, Ontario Clean Water Agency (OCWA), provided an overview of the report.

Resolution #10

**Moved by Lisa Coutu**

**Seconded by Gary Serviss**

That Council authorizes staff to complete a Water Treatment Plant Capacity Evaluation in addition to the ongoing Disinfection By-Products Treatability Study at an additional cost of \$110,637.00, with \$42,892.00 being reallocated from the remaining budget for the DBP study and the remaining \$67,745.00 being funded through budget under-spends from the Water Tower refurbishment project.

**Defeated**

**Councillor Reports**

Deputy Mayor Theresa Sabourin reported she participated in a Zoom meeting with ATCO regarding modular housing on September 17<sup>th</sup> and also attended a Petawawa OPP Detachment Board meeting on the same date. Deputy Mayor Sabourin chaired a meeting of the Seniors Advisory Committee and also attended an EDI meeting on September 24<sup>th</sup>. On September 25<sup>th</sup> Deputy Mayor Sabourin participated in an ORV ride with members of Council and Town staff along the Algonquin Trail. Deputy Mayor Sabourin further attended a Wine, Chocolate & Chill event on September 26<sup>th</sup>, the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on

September 27<sup>th</sup>, the National Day for Truth & Reconciliation ceremony on September 30<sup>th</sup>, and the National Seniors Day event on October 1<sup>st</sup>.

Councillor James Carmody reported he chaired a meeting of the Petawawa OPP Detachment Board on September 17<sup>th</sup>, attended the Petawawa Container Market Fall Night Market on September 19<sup>th</sup>, attended a Stone Fence Theatre production on September 20<sup>th</sup>, and chaired a Petawawa Public Library Board meeting on September 22<sup>nd</sup>. Councillor Carmody also participated in the ORV ride with members of Council and Town staff along the Algonquin Trail on September 25<sup>th</sup>, attended the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on September 27<sup>th</sup>, and attended the National Day for Truth & Reconciliation ceremony on September 30<sup>th</sup>.

Councillor Lisa Coutu reported she attended a Petawawa Public Library Board meeting on September 22<sup>nd</sup>, chaired a meeting of the Equity, Diversity & Inclusion (EDI) Advisory Committee on September 24<sup>th</sup>, attended the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on September 27<sup>th</sup>, and attended the National Day for Truth & Reconciliation ceremony on September 30<sup>th</sup>. On October 1<sup>st</sup> Council Coutu staffed the EDI booth at the National Seniors Day event and attended a meeting of the Committee of Adjustment prior to this evening's Council meeting.

Councillor Adam Driscoll reported he chaired a meeting of the Committee of Adjustment prior to the Council meeting this evening. Councillor Driscoll encouraged residents to participate in the upcoming Petawawa Ramble events.

Councillor Karen Donovan reported she attended the National Seniors Day event on October 1<sup>st</sup> and attended the Legendary Lightfoot production at Festival Hall on October 4<sup>th</sup>.

Councillor Murray Rutz reported he attended a meeting of the Pembroke & Area Airport Commission on September 18<sup>th</sup>.

Mayor Gary Serviss reported he participated in a Zoom meeting with ATCO regarding modular housing and attended the CNL Supplier Banquet on September 17<sup>th</sup>. On September 19<sup>th</sup> Mayor Serviss met with a potential new doctor for the area, he attended the Pumpkin Spice & Everything Nice Vendor Market on September 20<sup>th</sup>, and attended a meeting with the new Garrison Commander on September 22<sup>nd</sup>. Mayor Serviss and the CAO participated in the Garrison's Collaborative Spirit event on September 23<sup>rd</sup>. On September 24<sup>th</sup> Mayor Serviss attended a meeting of County Council as well as the County's Municipal Day Open House event. Mayor Serviss attended a Special Olympics soccer game on September 26<sup>th</sup>, the National Day for Truth & Reconciliation ceremony on September 30<sup>th</sup>, the National Seniors Day event on October 1<sup>st</sup>, and participated in a physician recruitment luncheon on October 3<sup>rd</sup>.

Mayor Serviss wished all residents a Happy Thanksgiving this coming weekend.

**Closed Meeting**

Resolution #11

**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

That the meeting be closed pursuant to Section 239 (2) (k) of the *Municipal Act, 2001, S.O. 2001, c.25* to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, regarding the request for the provision of animal control services on Garrison Petawawa.

**Carried**

Council went into closed session at 9:10 p.m.

Council reconvened to open session at 9:42 p.m.

**Business Arising from Closed Session**

A closed meeting was held. Council discussed the request for the provision of animal control services on Garrison Petawawa and provided direction to the Clerk. There is nothing further to report.

**Confirming By-law**

Resolution #12

**Moved by Karen Donovan**

**Seconded by James Carmody**

That By-law 1779/25 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #13

**Moved by Lisa Coutu**

**Seconded by Theresa Sabourin**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 9:43 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)