



Minutes

In-Person Meeting, Petawawa ON

January 16, 2024

Present:

Val Hyska
Richard McNish
Gerald Hoffman
Jillian McLellan
William Grandy
Cindy Sell
Murray Rutz
Jamie Moody
Christina Schramm

Regrets:

Zoe Nolan

Also Present:

Christine Mitchell

Welcome and Introductions

Chair Richard McNish called the meeting to order at 9:05 am.

Approval of Agenda

Moved by Murray Rutz

Seconded by Gerald Hoffman

That the agenda for the January 16, 2024, meeting of PBAN be approved.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

Moved by Val Hyska

Seconded by Jill McLellan

That the minutes of December 5, 2023, be approved.

Carried

Old Business

1. Business General

E-News posts were circulated to registered businesses on December 8, 2023, and January 11, 2024. The link was posted to the PBAN social media pages and is available here: [Business E-News - The Town of Petawawa](#)

The following programs, grants, and resources are available to businesses and affiliate organizations.

New

- I. **New Tourism Growth Program:** This FedDev grant program provides funding for eligible tourism and experience projects. Learn more about the program at [Tourism Growth Program in southern Ontario \(canada.ca\)](#). The first intake deadline is February 29, 2024.
- II. **The EV ChargeON Program:** The EV ChargeON program provides funding for the installation of public electric vehicle (EV) chargers in Ontario communities. Applications will be accepted until January 31, 2024. [Electric vehicle \(EV\) ChargeON Program | ontario.ca](#)
- III. **2024 Summer Employment Opportunities (formerly Summer Experience Program):** Applications for summer jobs in the tourism sector are being accepted until January 17th. [Get funding from the Ontario government | ontario.ca](#)

On Going

- IV. **Renfrew County Community Futures Development Corporation** – If you are an employer in Renfrew County who has hired, or is planning on hiring, a Francophone /Bilingual employee before March 31, 2024? You may be eligible to receive a 50% wage subsidy for your new hire. For more info email Kelley Lemenchick at kelley.lemenchick@rccfdc.org
- V. **Community Improvement Plan (CIP):** Applicants interested in learning more about this local matching fund program, which provides for building improvement works, should review the material provided on the municipal website at [Community Improvement Plan \(CIP\) - The Town of Petawawa](#).

New Business

1. 2024/2025 EcDev Priorities

- First Impressions Community Exchange Program
- Business Retention & Expansion Programs
- Petawawa Letter Sign Project/Norman St Access/Site Use Plan
- Petawawa Container Market- Kiosks
- Commercial Industrial Land Study
- Public/Private Property Special Events Checklist
- Events – Ramble, Veteran Business Expo, Outdoor Tailgate & others

Each topic was discussed, and applicable direction was given.

Correspondence

No communication was received.

Information (Business Openings/Milestones/Celebrations)

- Gearheads Petawawa business name and assets have been advertised for sale.
- J&E's Bored N'Saucy has closed.
- Bootstrap Bills is offering limited leather repair services as permitted as a home occupation. Bill is working to obtain the necessary building permits for a home expansion that will grow his home's leasable space and allow for full business equipment needs.
- Ottawa Valley Physiotherapy located at the Petawawa Centennial Family Health Centre, 154 Civic Centre is now the Nutre Movement and Wellness Centre.
- ERC Starter Company is open and accepting applications.

Events

1. Upcoming Events, Workshops and Opportunities

- January 19: **Women's Entrepreneurship Day Evening Social** (rescheduled from November 2023). – in-person 6:30 – 8:30 p.m. event hosted by OV Boss Babes [Women's Entrepreneurship Day Evening Social – OV Boss Babes](#)
- January 24: **Unlocking Tourism Trends: Navigating the Path to Success** – virtual event hosted by OHTO [Unlocking Tourism Trends: Navigating the Path to Success with OHTO Tickets, Wed, 24 Jan 2024 at 10:00 AM | Eventbrite](#)
- January 27-28: **Marketing Bootcamp** with Amanda Talker - immersive, in-person event hosted by Renfrew County CFDC [Marketing Bootcamp Tickets, Sat, 27 Jan 2024 at 10:00 AM | Eventbrite](#)
- January 31: **Live Life Swift Webinar**: Build your Action Plan – virtual workshop from 10 a.m. - 12 p.m. hosted by Enterprise Renfrew County [Live Life Swift - County of Renfrew](#)

- January 31: **Public Open House – Town of Petawawa Official Plan Update** – in-person from 5:00 – 8:00 p.m. municipal Council Chambers. Summary with WSP consultants at 5:30 p.m. [Notice of Public Open House - Official Plan Update - The Town of Petawawa](#)
- February 8: **Tax Prep for Corporations with CRA** - free, virtual workshop from 1-3 p.m. hosted by Enterprise Renfrew County. [Tax Prep for Corporations with a CRA Liaison Officer \(typeform.com\)](#)
- February 13: **HST Tax Information** - Free, virtual workshop from 10:30 a.m.-12 p.m. hosted by Enterprise Renfrew County. [General Tax Information Small Businesses with Seguin Financial \(typeform.com\)](#)
- February 22: UOVCC AGM and Conference – In-person session from 1 -5 p.m. hosted by the Upper Ottawa Valley Chamber of Commerce. [2024 Annual General Meeting & Conference \(upperottawavalleychamber.com\)](#)
- February 26: The Future of Work – AI – in person or virtual at Algonquin College 11:00 am – noon hosted by Labour Market Group [The Future of Work - Artificial Intelligence Tickets, Mon, 26 Feb 2024 at 11:00 AM | Eventbrite](#)

Save the Dates:

- February 23 – March 3rd: **Cabin Fever** hosted by the Town of Petawawa
- March 8: International Women’s Day lunch hosted by the UOVCC [2024 International Women's Day Lunch \(upperottawavalleychamber.com\)](#)
- April 26-28: **Petawawa Showcase** hosted by Gallant Media [Home - SHOWCASE in Petawawa](#)
- May 31: **Fundraising 9 & Dine Golf Tournament** [Class of '24 Fundraiser Golf Tournament \(upperottawavalleychamber.com\)](#)
- September 28: **Business Excellence Awards Gala** hosted by the UOVCC [2024 UOVCC Business Excellence Awards Gala \(upperottawavalleychamber.com\)](#)

Round Table

Jamie had nothing to report.

Christina reported that December was a busy month with lots of family engagements. January has been predictably quiet. The new co-working space for CAM SOFT personnel is coming along and Christina is hopeful that they will be ready in February.

Jill reported a business December sales volume in anticipation of Christmas, with January already showing much slower sales. They will be making an application to utilize the RCCFDC Francophone funding program. Jill also reported that the Watch My Six volunteer recruitment has been going well. They need 15 volunteers to support the Pembroke Hospital therapy program.

Murray reported on the matters related to his Council participation in the Pembroke and area Airport and Festival Hall. Murray spoke about the Council budget workshop sessions and his support for the 2024 work plan.

Gerald shared with the committee the pending sale of H&H Construction assets and spoke about the future of existing contracts and projects. Any lingering items will be resolved once the sale is final. Gerald also reported that CH Concrete had been sold by his father to the Tomlinson Group.

Bill reported that the Tibbs Eve event was a huge success and netted the Petawawa Legion roughly \$14,000 in revenues, as the site and food service provider. Bill reported attending the ERC Luc Seguin facilitated tax preparation webinar and said it was the best such webinar he had attended. He encouraged the PBAN members to watch and participate in other upcoming webinars. Bill noted some vacation travel plans over February and March.

Cindy wanted to send a shout-out of thanks to Sara of Burnt Bridge Quality Meats who opened the store during the parade and allowed parade participants to use her washroom and offered complimentary hot chocolate. Cindy provided some real estate stats, reporting a 17% decrease in home sales in 2023 with the year-over-year average for home sales in Petawawa listed at \$472,649. Cindy discussed changes in regulations for buyers and sellers that came in effect on December 31st. She also reported that realtors are considered independent contractors, and as such had no employer benefit plan. Part of the industry changes included mandatory benefit package.

Richard spoke about the Master Framework Agreement between the province and the Beer Store, highlighting the information that has been in the media. Essentially the province is giving notice that they will not be renewing this agreement when it expires at the end of 2025. This means that the province will be moving towards more locations offering beer sales. This is a positive step for those in the craft beer industry as there will be more options for sales locations with less regulation. Richard spoke on the ongoing industry tax challenge noting how overtaxed and complicated the process is. Richard reported that he sat as a judge panelist on the Student Social Enterprise pitch program where students in two grades at Valour presented their business plans for a chance to receive startup funds. Both businesses were coached by members of the panel and will proceed with their implementing their ideas. From a sales perspective, Richard indicated that December was a good sales month but is already seeing and anticipating the traditional decline in January and February.

Adjournment

The meeting adjourned to the call of the Chair at 11:40 am. The next meeting will be February 6, 2024.