



Minutes

In-Person Meeting, Quality Inn and Suites, Petawawa ON

September 10, 2024

Present:

Richard McNish, Chair
Adam Driscoll, Councillor
Cindy Sell
Christina Schramm
Jillian McLellan
Val Hyska
William Grandy
Gerald Hoffman
Jamie Moody

Regrets:

Murray Rutz, Councillor
Zoe Nolan

Also Present:

Christine Mitchell, Manager of Economic Development
Rudy Kadlec, Economic Development Coordinator

Welcome and Introductions

Chair Richard McNish called the meeting to order at 9:01 am.

Approval of Agenda

Moved by Jillian McLellan
Seconded by Gerald Hoffman

That the agenda for the September 10, 2024, meeting of PBAN be approved.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

Moved by Cindy Sell

Seconded by Adam Driscoll

That the minutes of August 6, 2024, be approved.

Carried

Ongoing Business

1. Business General

E-News posts were circulated to registered businesses on August 14th & 22nd and September 5, 2024. The links were posted to the PBAN social media pages and are available here: [Business E-News - The Town of Petawawa.](#)

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

- I. **Green and Inclusive Community Buildings (GICB)** – Eligible applicants with small and medium-sized projects to retrofit existing community buildings ranging in total eligible cost from \$100,000 to \$2,999,999 can apply until October 16, 2024. Eligible applicants with large projects to retrofit existing community buildings or projects to build new community buildings with total eligible costs ranging from \$3 million to \$25 million can apply from September 4, 2024, until October 16, 2024. Information webinars are scheduled for August 7, August 28 and September 18. To register for a webinar, email your request to gicbwebinar-webinairebcvi@info.gc.ca.
- II. **Francophone Wage Subsidy Program:** 50% funding for francophone employees. This program is administered through [Renfrew County Community Futures Development Corporation.](#) Funding is not available for businesses that have previously received funding.
- III. **Skills Development Fund Training** – The [Skills Development Fund \(SDF\) Training Stream](#) offers funding to organizations for innovative projects that address challenges to hiring, training, or retaining workers, including apprentices, to drive Ontario's economic growth. The deadline to apply is October 4th, 2024.
- IV. **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.

Returning Business

1. Comfort Station & Site Development

A roundtable discussion occurred about the elements proposed as part of the Comfort Station Norman area development. Council previously endorsed this site as a viable community hub and now with the Comfort Station opening, staff worked with Thinc Design, as an addendum, to the Parks and Recreation Master Plan, to create a site plan for some proposed additional elements. A Petawawa Letter Sign and Container Market have been included in this concept. Staff will bring this forward to Council at an upcoming meeting.

2. Taste of the Valley

The Town of Petawawa partnered with the County of Renfrew to host a Taste of the Valley event in Petawawa on September 28th, 2024. The event will be open to the public 10:00 am to 3:00 pm. There are currently 107 outdoor booths reserved for approximately 90 exhibitors. Volunteers are needed to help with traffic control starting at 7:00am. The event will feature live music from Adam Fieldhouse and Randa Teschner. An application has been submitted to host Taste of the Valley again in 2026.

New Business

1. County of Renfrew Grant Support Request for Roundabout at Doran Rd.

Councillor Driscoll discussed the proposed roundabout at the intersection of Doran Road, Petawawa Boulevard and Mohns Avenue. He reported that the County of Renfrew will be submitting a funding application for up to 50% of the project costs. PBAN members voiced concerns regarding traffic backing up into the roundabout from the intersection at Petawawa Boulevard and Victoria Street. This was received as information only as the project is not slated to proceed without the funding support.

Correspondence

No correspondence

Information (Business Openings/Milestones/Celebrations)

- Ottawa Valley Boxing at 1959 Petawawa Boulevard with host a Grand Opening on September 21 at 12:30 pm.
- Taco Bell (RedBerry) targeting a potential opening on September 24th.
- Ottawa Valley Coffee continues to work towards a fall opening date.
- New World Tattoo has opened at 3520 Petawawa Blvd.
- BarBurrito is looking for a franchisee in Petawawa for commercial space at 10 Canadian Forces Drive.

Events

1. Upcoming Events, Workshops and Opportunities

- September 28: Taste of the Valley Petawawa hosted by Invest Renfrew County.
- September 28: **Business Excellence Awards Gala** hosted by the UOVCC [2024 UOVCC Business Excellence Awards Gala \(upperottawavalleychamber.com\)](https://upperottawavalleychamber.com)
- October 10th: Labour Market business planning session to go over labour challenges.
- October 18th: Small Business Workshop at the Quality in & Suites from 12:30 pm to 4:00 pm hosting a session with Crummy Media – email marketing and AI in small business marketing – Cost is \$28 and includes a meal.
- October 22nd to 24th: OMAFRA and County are hosting Municipal Agriculture and Economic Development Planning Forum.
- October 24: Fall Business Leadership Conference hosted by Algonquin College [Business & Leadership Conference, Algonquin College, Pembroke](https://www.algonquincollege.com)

2. Petawawa Ramble

The launch event for the Petawawa Ramble was hosted on August 29th, 2024 as a combined opening with the Petawawa Comfort Station. Both events were successful in bringing the community together. Petawawa Ramble information can be found on the municipal website [2024 Petawawa Ramble - Time to Ramble - October 17-20 - The Town of Petawawa](https://www.petawawa.ca/2024-petawawa-ramble-time-to-ramble-october-17-20-the-town-of-petawawa)

3. Veteran Business Vendor Expo

The Veteran Business Vendor Expo will take place November 9th from 10 am to 4 pm at the upstairs hall of the Civic Centre. Music Healing Veterans is confirmed to provide entertainment for the event. Save the date emails have been sent out and registration is slowly coming in. Information on this opportunity for veteran business owners to showcase their services and products is on the municipal website. [Veteran Business Vendor Expo - The Town of Petawawa](https://www.petawawa.ca/veteran-business-vendor-expo-the-town-of-petawawa)

4. Holiday Outdoor Tailgate Market

Due to a scheduling conflict with the Pembroke Santa Claus parade, the date for the Petawawa parade and the Holiday Outdoor Tailgate Market has been changed to December 7th, 2024. The Merry & Bright Festival will now be spread out over two weekends starting November 30 and ending December 8th. Communications with vendors will be sent out for registration.

Presentations

The Town of Petawawa and North Grenville participated in the First Impressions Community Exchange (FICE) program in June and July 2024. Presentations between the two municipalities took place. The full presentation of this exercise will be made to members of Council at an upcoming Council-in-Committee meeting.

Round Table

Bill indicated a strong tourism business over the summer. The Shed will close following the Petawawa Ramble.

Gerald reported that work on the development of Portage Landing and along Wilson Avenue was proceeding.

Councillor Driscoll commented that he appreciated the FICE presentation and remarked that it provided good insight into how our community is perceived from a visitor's perspective.

Val reminded everyone that the Upper Ottawa Valley Chamber of Commerce Business Awards is September 28th and former Mayor Bob Sweet would be receiving the Life Time Achievement Award.

Christina reported that they have seen an increase in the uptake of family support services since the beginning of September. Summer had been slow for program participation.

Jillian reported a change in staff due to postings that were also challenging the customer base for their business. They reported that the annual End of the Leash Block party was well attended but that the sales transactions per customer were down.

Cindy provided a real estate update for August noting 16 sales in Petawawa with an average selling price of \$479,500, up 3.7% from August of 2023. The year-to-date residential home sale price in Petawawa is \$511,385.

Richard shared the many events that Dog House Brewing Company has participated in and would be attending in the autumn. Plans are still in the works to move and open at the new location by the end of the year.

Jamie reported that he would be attending the Outdoor Sportsman Show to represent the hotel in collaboration with the Town of Petawawa. At a Choice Canada conference in November, Jamie noted that he was asked to be on a speaker panel to discuss how he created an award-winning hotel. The CNL industry day was well attended and provided an opportunity to hear about upcoming contracts and engage directly with the firms that do work on the campus.

Adjournment

The meeting adjourned to the call of the Chair at 11:54 am. The next meeting will be on October 1st, 2024 at 9:00 am