



**Town of Petawawa
Council-In-Committee Meeting Minutes
February 9, 2026 at 6:30 p.m.
Council Chambers**

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor James Carmody
Councillor Karen Donovan
Councillor Adam Driscoll
Councillor Murray Rutz

Regrets:

Councillor Lisa Coutu

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
Craig Proulx, Acting Fire Chief
Jimmie Mohns, Senior Operations Manager, Ontario Clean Water Agency
Kathryn Curry, Jp2g Consultants Inc.
Connor Whitman (7:11 p.m.)

The Council-In-Committee meeting was opened by the Mayor at 6:30 p.m.

Land Acknowledgement

The land acknowledgement including a Truth and Reconciliation Commission Call to Action was read.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Public Meeting

1. Zoning By-law Amendment Application Z194, Part of Lots 21 & 22, Concession 7, 3283 Petawawa Boulevard

The Public Meeting was opened by the Mayor at 6:32 p.m. Melanie Scheer, Director of Planning and Development, advised that Notice of the Public Meeting had been provided as required under the Planning Act. Written submissions were received from three (3) public bodies. Enbridge Gas responded that they did not object to the proposed application; however, reserved the right to amend or remove development conditions. Their response also indicated that it did not signify an approval for the site/development. The County of Renfrew Public Works & Engineering Department responded that they had no comments or concerns with the proposal, and the Renfrew County Joint Transportation Consortium responded that they had no comments or objections to the amendment. No other written comments were received.

Ms. Scheer explained the subject property is located at 3283 Petawawa Boulevard and has an approximate area of 0.30 acres (1,216 sq. m.). The property is a corner lot which fronts onto Wilbert Street, Petawawa Boulevard, and Fred Street. Access to the property is off Fred Street. The subject property contains an existing dwelling, a garage and two sheds. The property is serviced by municipal water and sewer services.

Ms. Scheer further explained the purpose and effect of the amendment is to rezone the subject lands from Residential One (R1) to Residential One-Exception Sixty-One (R1-E61) to permit a professional office for an out-patient counselling service business offering mental health services, family support and vocational return-to-work counselling in the existing dwelling building provided the footprint of the existing dwelling building is not expanded. The amendment also establishes site-specific parking provisions applicable to the permitted office use. A Planning Justification Report was prepared by Jp2g Consultants Inc., to support the amendment.

Mayor Serviss asked to hear comments from the applicant. Ms. Scheer indicated Kathryn Curry of Jp2g Consultants Inc., the agent for the owners, is present and available to address any comments or questions from Council.

Ms. Scheer then explained the appeal process to those present.

Mayor Serviss asked to hear comments from members of the public. No one from the public spoke for or against the application.

Mayor Serviss asked to hear comments or questions from members of Council. There were none.

Mayor Serviss declared the Public Meeting closed at 6:36 p.m.

Public Works

1. **Monthly Activity Report**

Chris Mantha, Director of Public Works, provided an overview of the monthly activity report. Mr. Mantha highlighted 2026 goals and objectives for the Public Works Department and commented on the tender award for the Norman Street in/out access for the Comfort Station.

Mr. Mantha and Jimmie Mohns, Senior Operations Manager with Ontario Clean Water Agency (OCWA) provided an update to Council regarding the recent water main break that occurred on Petawawa Boulevard at Bert Street. The water main break occurred on January 27th at approximately 7:00 a.m. with repairs completed on January 29th at approximately 2:00 a.m. with Petawawa Boulevard reopening to traffic at approximately 9:30 a.m. Mr. Mantha highlighted the positive cooperation between the Town, OCWA, Jp2g Consultants Inc., and G.P. Splinter and Crawl Construction. Mr. Mantha recognized Do-All Construction and McCrea Excavating Ltd. for assisting with the provision of the appropriate couplers to complete the repair and also recognized the assistance from the County of Renfrew, Upper Ottawa Valley OPP, and Renfrew County District Health Unit. Mr. Mantha thanked affected residents and businesses for their patience during the repair process. Mr. Mantha and Mr. Mohns then highlighted the debriefing session and lessons learned following the event.

Moved by Murray Rutz

Seconded by Karen Donovan

That the Public Works monthly activity report be accepted as information.

Carried

Economic Development

1. **Monthly Activity Report**

Colin Howard, Chief Administrative Officer, presented the monthly report on behalf of Christine Mitchell, Manager of Economic Development.

Moved by Theresa Sabourin

Seconded by James Carmody

That the Economic Development monthly activity report be accepted as information.

Carried

2. **ED-05-2026 – Community Improvement Plan – 2253A Petawawa Blvd.**

Colin Howard presented the report.

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council, under the Community Improvement Plan adopted by By-law 1441/21, enters into a funding agreement with Krystal O'Rourke of Delbert Antlers, authorized applicant for the commercial property located at 2253A Petawawa Blvd., permitting the CIP financial incentive, of:

- Up to \$5,000 under the Signage Improvement Grant

Carried

Planning and Development

1. Monthly Activity Report

Melanie Scheer, Director of Planning and Development, provided an overview of the monthly report. Ms. Scheer presented the list of active planning applications and the January building permit statistics.

Moved by Adam Driscoll

Seconded by James Carmody

That the Planning and Development monthly activity report be accepted as information.

Carried

2. PL-05-2026 – Development Height Restrictions & Need for Aerial Fire Apparatus

Melanie Scheer and Craig Proulx, Acting Fire Chief, provided an overview of the report. Ms. Scheer explained the Official Plan for the Town of Petawawa used to restrict development to a height of no more than four (4) storeys. When the Official Plan was updated in 2024, that restriction was removed to allow consideration of developments, particularly apartment buildings, with more than four (4) storeys. However, the Town of Petawawa Fire Department does not have aerial apparatus, which makes firefighting a challenge for increased heights.

Developers interested in investing in the Town of Petawawa continue to engage Town staff to explore opportunities in the municipality. The constraints posed by the limited amount of fully serviced land available for denser development is a deterrent. The ability to build to five (5) or six (6) storeys instead of the current four (4) storeys is often raised. If the Town was able to approve developments with a couple more storeys, it would help to optimize the use of available serviced land.

AFC Proulx spoke to the financial implication to procure an aerial fire apparatus. The initial cost would be approximately \$2-3 million with additional expenses required for firefighter training and annual maintenance/testing. Council could also consider leasing an aerial fire apparatus. AFC Proulx also indicated that both Fire Station 1

and Fire Station 2 cannot accommodate adequate bay height or depth for an aerial fire apparatus without significant renovation/addition.

AFC Proulx indicated the Town has an existing agreement with Garrison Petawawa for use of its aerial apparatus but indicated the Garrison's aerial is not always available for use, and previous negotiations with the City of Pembroke for use of their aerial were not successful.

Council discussed building height and how much of a demand there is for taller buildings in Petawawa; the potential for the construction of a new fire hall; entering into agreements with neighbouring municipalities; and the financial cost to purchase an aerial apparatus. Council made no decisions this evening.

Moved by Murray Rutz

Seconded by Adam Driscoll

That Council receives this report for information.

Carried

General Matters

There was nothing to report.

Closed Session

There was no closed meeting.

Adjournment

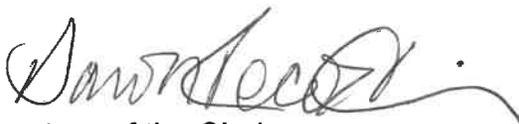
Moved by Adam Driscoll

Seconded by Theresa Sabourin

That the meeting be adjourned.

Carried

The meeting adjourned at 7:57 p.m.



Signature of the Clerk