



**Town of Petawawa
Council-In-Committee Meeting Minutes
March 9, 2026 at 6:00 p.m.
Council Chambers**

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor James Carmody (6:02 p.m.)
Councillor Lisa Coutu
Councillor Karen Donovan
Councillor Adam Driscoll
Councillor Murray Rutz

Also Present:

Colin Howard, CAO
Dawn Recoskie, Director of Legislative Services/Clerk
Kate Bennett, Legislative Services Coordinator
Craig Proulx, Acting Fire Chief
Christine Mitchell, Manager of Economic Development
Chris Mantha, Director of Public Works
Ted Marcotte, Manager of Civic Properties
Melanie Scheer, Director of Planning and Development
Jimmie Mohns, Senior Operations Manager, Ontario Clean Water Agency
Mike Nolan, Chief Paramedic, Director of Emergency Services, County of Renfrew
Deputy Chief Mathieu Grenier, County of Renfrew Paramedic Service
Deputy Chief Nick Leriche, County of Renfrew Paramedic Service
Colton Kyle

The Council-In-Committee meeting was opened by the Mayor at 6:00 p.m.

Land Acknowledgement

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

Mayor Serviss recognized International Women's Day which occurred on Sunday, March 8th, noting the theme for 2026 was "Give to Gain".

Mayor Serviss also recognized the 2026 OFSAA "AA" boys' basketball tournament which is taking place in Pembroke and Petawawa over the next few days and involves 18 regional champion teams from across the province. The gold medal game is scheduled for Wednesday.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentation

1. Advancing People Centred Models of Care, The County of Renfrew Paramedic Service – Mike Nolan, Chief Paramedic, Director of Emergency Services & Deputy Chief Mathieu Grenier

Mayor Serviss welcomed Mike Nolan, Chief Paramedic and Director of Emergency Services for the County of Renfrew, Deputy Chief Mathieu Grenier, and Deputy Chief Nick Leriche.

Chief Nolan provided an overview of the County of Renfrew Paramedic Service's People Centred Models of Care. Chief Nolan highlighted 911 calls for service, the Community Paramedic Program, MESA, paramedics in the ER, and the Renfrew County Virtual Triage Assessment Centre (RC VTAC). Approximately 1,250 911 calls are attributed to Petawawa residents annually, with the top three (3) 911 calls being for falls, breathing issues, and chest pain. The implementation of RC VTAC has reduced the number of 911 calls and ER visits for the whole County.

Chief Nolan also highlighted the Sierra Team which is made up of paramedics who are specially trained to access difficult and remote locations. Through the MESA program, the County of Renfrew Paramedic Service supports 17 Petawawa clients experiencing mental health and addictions crisis; the Community Paramedic Response Unit Program actively services 636 Petawawa clients, with 133 of these clients using RC VTAC as their primary provider. Chief Nolan further highlighted the Integrated Virtual Care led by the Petawawa Centennial Family Health Centre team which manages 6,907 patients providing attachment and connection locally.

Following questions from Council, Mayor Serviss thanked Chief Nolan, Deputy Chief Grenier, and Deputy Chief Leriche for their informative presentation.

Fire and Emergency Services

1. Monthly Activity Report

Craig Proulx, Acting Fire Chief, provided an overview of the report. AFC Proulx reported nine (9) incidents for the month of February, including three (3) incidents of

smell of gas/smoke, one (1) fire alarm, two (2) motor vehicle collisions, and one (1) structure fire in Laurentian Valley that the department assisted with. AFC Proulx highlighted the monthly platoon training which focused on ice water rescue and critical incident debrief session.

Moved by Murray Rutz

Seconded by Adam Driscoll

That the Fire and Emergency Services monthly activity report be accepted as information.

Carried

Economic Development

1. Monthly Activity Report

Christine Mitchell, Manager of Economic Development, provided an overview of the monthly report. Ms. Mitchell commented on the grand opening for Neuro Unique World, business check-ins with Beyond Nutrition and Algonquin Sewing Centre, and new ownership for both Circle K franchises in Petawawa. Ms. Mitchell served as the lead facilitator and organizer for the Upper Ottawa Valley Chamber of Commerce's International Women's Day event held on March 6th at the Pembroke Curling Club.

Moved by Karen Donovan

Seconded by Theresa Sabourin

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

Carried

2. ED-06-2026 – Community Improvement Plan – 7 Hilda St.

Christine Mitchell provided an overview of the report.

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That Council, under the Community Improvement Plan adopted by By-law 1441/21, enters into a funding agreement with Kristen Burgess of RiseKind Holistic Health, authorized applicant for the commercial property located at 7 Hilda St., permitting the CIP Financial incentive of:

- Up to \$3,000 under the Signage Improvement Grant

Carried

Public Works

1. Monthly Activity Report

Chris Mantha Director of Public Works provided an overview of the monthly activity report. Mr. Mantha highlighted capital works projects for 2026 including the

Centennial Park retaining wall study, Norman Behnke Hall accessible ramp installation, the Woodland Water Tower refurbishment project, Portage Road reconstruction, Norman Street in/out project, and two in-house projects including resurfacing of a portion of Black Bay Road and Wilbert Street.

Moved by James Carmody

Seconded by Murray Rutz

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

Carried

2. PW-05-2026 – Facility Condition Assessments

Ted Marcotte, Manager of Civic Properties, provided an overview of the report. Mr. Marcotte explained that in May 2025 staff engaged Roth IAMS to perform facility condition assessments for twenty-two (22) Town assets. These included ten (10) buildings, eight (8) garages and sheds, and four (4) park facilities. Roth IAMS visited each site looking at all aspects of each facility's physical state. They provided a detailed evaluation of each facility's physical condition to inform maintenance repairs and capital planning decisions.

The total portfolio value of the 22 recently assessed assets is estimated at \$59.45 million, representing a significant investment. The Town of Petawawa's portfolio of assets provides the foundation to deliver essential services to the Town of Petawawa. The Facility Condition Assessment report provides insights and guidance to support the development of multiyear capital planning that promotes operational efficiency, extends asset lifecycles, and maximizes return on investment.

Moved by Lisa Coutu

Seconded by Karen Donovan

That Council accepts the report for information.

Carried

3. PW-06-2026 – Petawawa Drinking Water System 2025 Annual Report and Petawawa Wastewater System 2025 Annual Report

Chris Mantha and Jimmie Mohns, Senior Operations Manager for OCWA, presented the Petawawa Drinking Water System 2025 Annual Report and the Petawawa Wastewater System 2025 Annual Report.

Moved by Murray Rutz

Seconded by Adam Driscoll

That the Petawawa Drinking Water System 2025 Annual Report be accepted as presented; and

That the Petawawa Wastewater System 2025 Annual Report be accepted as presented.

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 February building permit statistics.

Moved by Adam Driscoll

Seconded by Theresa Sabourin

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

Carried

Legislative Services

1. Monthly Activity Report

Dawn Recoskie, Director of Legislative Services/Clerk, provided an overview of the report. Ms. Recoskie highlighted various calls for service for animal control and by-law enforcement over the month of February and reported on false alarms realized over the month. Ms. Recoskie also highlighted an upcoming donation to the Ontario SPCA Renfrew County Animal Centre in the amount of \$1,700 from DocuPet's Safe & Happy Fund (20% of the custom tag sales purchased by Petawawa residents are set aside for this purpose). Since 2020 Petawawa residents have contributed over \$7,000 to the Ontario SPCA Renfrew County Animal Centre through the purchase of custom tags. Colin Howard, CAO, reported on recruitment activities, and highlighted statistics regarding commissioner of oaths, community flag requests, and certificate requests. Mr. Howard thanked Human Resources Coordinator Jodie Gervais for organizing the employee recognition event and service award presentations held on Friday, March 6th.

Moved by James Carmody

Seconded by Lisa Coutu

That the Legislative Services monthly activity report be accepted as information.

Carried

Closed Meeting

Moved by Murray Rutz

Seconded by Theresa Sabourin

That the meeting be closed pursuant to Section 239 (2) (e) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, to discuss litigation or potential litigation, including

matters before administrative tribunals, affecting the municipality or local board, regarding a status update on current legal files.

Carried

Council went into closed session at 7:42 p.m.

Council reconvened to open session at 8:37 p.m.

Business Arising from Closed Session

A closed meeting was held. Council received a status update on current legal files. Direction was provided to the Chief Administrative Officer. There is nothing further to report.

Adjournment

Moved by Lisa Coutu

Seconded by Adam Driscoll

That the meeting be adjourned.

Carried

The meeting adjourned at 8:40 p.m.

Signature of the Clerk (Original Signed)