



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**March 21, 2022 at 6:30 p.m.**

**Present:**

Mayor Bob Sweet  
Deputy Mayor Gary Serviss  
Councillor James Carmody  
Councillor Tom Mohns  
Councillor Murray Rutz  
Councillor Theresa Sabourin

**Regrets:**

Councillor Matthew McLean

**Also Present:**

Daniel Scissons, CAO  
Colin Howard, Clerk  
Dawn Recoskie, Deputy Clerk  
David Unrau, Director of Public Works  
Karen Cronier, Director of Planning and Development  
Simon Brooks  
Joe McDonald  
Jody Anne McDonald  
Peggy Quilty  
Patricia Leboeuf, Petawawa Post

**Call to Order** (Moment of Silent Reflection)

The Mayor called the meeting to order at 6:30 p.m.

**Approval of Agenda**

**Resolution #1**

**Moved by Gary Serviss**

**Seconded by Murray Rutz**

That the agenda for the March 21, 2022 regular meeting of Council be adopted.

**Carried**

**Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**Approval of Minutes**

1. Council Meeting (March 7, 2022)

Resolution #2

**Moved by James Carmody**

**Seconded by Theresa Sabourin**

That the minutes of the meeting of Council held March 7, 2022 be approved as printed and circulated.

**Carried**

**Presentations**

There were no presentations.

**By-laws**

1. By-law 1486/22 – being a by-law to amend By-law 314/04, being a by-law to Licence, Regulate and Govern Owners and Drivers of Taxicab and Limousines

Resolution #3

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That By-law 1486/22, being a by-law to amend By-law 314/04, being a by-law to Licence, Regulate and Govern Owners and Drivers of Taxicab and Limousines, be read a first and second time.

**Carried**

Resolution #4

**Moved by Tom Mohns**

**Seconded by Murray Rutz**

That By-law 1486/22 be read a third time and passed.

**Carried**

2. By-law 1487/22 – being a by-law for the Conveyance of Land owned by the Municipality to Christine Rowan

Report PL-08-2022 – Declaration of Surplus Lands, Louise Street

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier reported that the notification for the declaration of surplus lands was conducted in accordance with By-law 238/03. The Clerk did receive three inquiries regarding the declaration of surplus lands and such inquiries were

responded to by Ms. Cronier explaining the circumstances surrounding the sale of the subject land.

Resolution #5

**Moved by Gary Serviss**

**Seconded by Murray Rutz**

That Part of Mill Site 1 and Part of Public Square Registered Plan 25, and more particularly described as Part 2 on Reference Plan 49R-19887 be declared surplus and sold to Christine Rowan for the sum of \$7,000.00 plus expenses.

**Carried**

Resolution #6

**Moved by Theresa Sabourin**

**Seconded by Tom Mohns**

That By-law 1487/22, being a by-law for the Conveyance of Land owned by the Municipality to Christine Rowan, be read a first and second time.

**Carried**

Resolution #7

**Moved by James Carmody**

**Seconded by Murray Rutz**

That By-law 1487/22 be read a third time and passed.

**Carried**

3. By-law 1488/22 – being a by-law to authorize the execution of a Contribution Agreement with Her Majesty the Queen in right of Canada as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario

Resolution #8

**Moved by James Carmody**

**Seconded by Gary Serviss**

That By-law 1488/22, being a by-law to authorize the execution of a Contribution Agreement with Her Majesty the Queen in right of Canada as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario, be read a first and second time.

**Carried**

Resolution #9

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

That By-law 1488/22 be read a third time and passed.

**Carried**

4. By-law 1489/22 – being a by-law to amend By-law 843/13, being a by-law to adopt Human Resources Corporate Policies and Procedures for the Corporation of the Town of Petawawa

Resolution #10

**Moved by Gary Serviss**

**Seconded by Tom Mohns**

That By-law 1489/22, being a by-law to amend By-law 843/13, being a by-law to adopt Human Resources Corporate Policies and Procedures for the Corporation of the Town of Petawawa, be read a first and second time.

**Carried**

Resolution #11

**Moved by Murray Rutz**

**Seconded by James Carmody**

That By-law 1489/22 be read a third time and passed.

**Carried**

### **Correspondence**

There were no items of correspondence.

### **Minutes**

1. Council-In-Committee (March 14, 2022)

Resolution #12

**Moved by Tom Mohns**

**Seconded by Gary Serviss**

That the minutes of the Council-In-Committee meeting held on March 14, 2022 be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

### **Staff Reports**

1. PW-07-2022 – Award of Tender PW-06-2022, HVAC Preventive Maintenance Agreement

David Unrau, Director of Public Works, provided an overview of the report.

Resolution #13

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That Council approves the award of Tender PW-06-2022, HVAC Preventive Maintenance Agreement, to EasY HVAC Services Inc. in the amount of \$34,830.00 plus HST.

**Carried**

2. PL-09-2022 – Site Plan Canada Post, 3422 Petawawa Boulevard

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier reported the proposed site plan meets the intent of the Official Plan and the minimum requirements of Zoning By-law 456/07, as amended.

Resolution #14

**Moved by Murray Rutz**

**Seconded by Theresa Sabourin**

That Council provides site plan approval for the proposed addition to the Canada Post building located at 3422 Petawawa Boulevard on condition that the stormwater management facility is approved to the satisfaction of the Director of Public Works.

**Carried**

**Councillor Reports**

Deputy Mayor Gary Serviss reported he participated in the Garrison Petawawa Base Commander's Business Luncheon on March 10, 2022 on the Mayor's behalf.

Councillor Tom Mohns – nothing to report.

Councillor Theresa Sabourin reported she presented Ms. Jeannine Mohns with century milestone birthday wishes on the Mayor's behalf on March 13, 2022 and Councillor Sabourin attended the HVAC tender opening on March 8, 2022.

Councillor Murray Rutz reported that Festival Hall has been busy rescheduling a number of events now that COVID-19 restrictions have lifted and reminded Council, staff, and residents of the ongoing fundraising seat campaign.

Councillor James Carmody reported he attended a meeting of the Petawawa Police Services Board on March 16, 2022 and participated in a next generation 911 webinar on March 17, 2022.

Mayor Bob Sweet reported he recently attended a number of Town of Petawawa and County of Renfrew meetings including the Town's 25<sup>th</sup> Anniversary Organizing Committee, Development and Property Committee, Finance and Administration Committee and the Ontario Winter Games Organizing Committee.

**Closed Meeting**

There was no closed meeting.

**Confirming By-law**

Resolution #15

**Moved by Murray Rutz**

**Seconded by James Carmody**

That By-law 1490/22 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #16

**Moved by Gary Serviss**

**Seconded by Tom Mohns**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 6:57 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)