



Town of Petawawa
Council-In-Committee Meeting Minutes
June 26, 2023 at 6:30 p.m.

Present:

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

Also Present:

Daniel Scissons, CAO
Colin Howard, Clerk
Annette Mantifel, Treasurer
John Felix, Director of Public Works
Karen Cronier, Director of Planning and Development
Craig Proulx, Acting Fire Chief
Mary McCaw, Director of Community Services
Christine Mitchell, Economic Development Officer
Chris Mantha, Manager of Public Works
Kate Bennett, Executive Assistant
Dawn Recoskie, Administrative Assistant, Public Works, Fire and Administration
Paula Turcotte, Acting Deputy Treasurer
Mark Reinert, Parks & Recreation Facilities Supervisor
Peter Lapointe, Lead Hand
Trevor Woodtke, Asset/Energy Management Coordinator
Erin McCann, Chief Building Official
Amy Brazeau, Building Inspector
Katie Bickford, Administrative Assistant, Planning and Development
Natasha Collins, Administrative Support/Receptionist
Lynn Tweedie, Interim CEO, Petawawa Public Library

Inspector Stephan Neufeld, UOVOPP Detachment Commander
LCol Enno Kerckhoff, Deputy Commander, 4th Canadian Division Support Group
Judy Hill
Sharon Dainty
Tracey Serviss
Bob Sweet
Tom Mohns
Chico Traclet
Dan Whitman
Terry Behnke
Marg Behnke
Marilyn Michel
Terry Hampel
Larry Chaput
Luke Notman, myFM

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

Land Acknowledgement

The land acknowledgement was read.

Mayor Serviss asked those in attendance to stand and observe a moment of silent reflection in honour of Captain Marc Larouche and Captain David Domagala who passed away following last week's helicopter crash at Garrison Petawawa. Mayor Serviss requested that thoughts and prayers be turned to the families of the fallen Captains and to members of the 450 Tactical Helicopter Squadron.

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Presentations

There were no presentations.

Public Works

1. Monthly Report – May 2023

John Felix, Director of Public Works, provided an overview of the monthly report. Mr. Felix highlighted operational achievements in health and safety training, vehicle and equipment maintenance, spring flooding readiness and in-house road resurfacing work on Black Bay Road. Mr. Felix provided an update on water and sanitary operations and on current capital construction projects.

Moved by Murray Rutz

Seconded by Karen Donovan

That the Public Works monthly report for May be accepted as information.

Carried

2. PW-13-2023 – ATV Follow Up Report and Draft Off-Road Vehicle By-law

John Felix and Dawn Recoskie, Administrative Assistant, provided an overview of the report.

Moved by James Carmody

Seconded by Adam Driscoll

That Council accepts the proposed draft by-law as presented. And that the final version of the Off-Road Vehicle By-law be brought before Council for adoption on July 4, 2023.

Carried

3. Public Works Budget Report

Received for information.

4. Sewage System Budget Report

Received for information.

5. Waterworks Budget Report

Received for information.

Planning and Development

1. Activity Report – May 2023

Karen Cronier, Director of Planning and Development, provided an overview of the report. Ms. Cronier highlighted the active subdivisions, Zoning By-law amendments, site plan reviews, and the Official Plan update.

Moved by Murray Rutz

Seconded by Theresa Sabourin

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

Carried

2. Building Activity Report – May 2023

Karen Cronier presented the monthly report.

Moved by Lisa Coutu

Seconded by James Carmody

That the Building activity report for May be accepted as information.

Carried

3. ED-05-2023 – Community Improvement Plan Application for 3025 Petawawa Boulevard, Unit 1

Christine Mitchell, Economic Development Officer, 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, enter into the necessary funding agreement with the applicant at 3025 Petawawa Boulevard, Unit 1 for the following CIP financial incentive program:

- \$5,000.00 under the Building Façade Improvement Program
- \$5,000.00 under the Signage Improvement Grant Program

Carried

4. PL-08-2023 – A1 Space Depot – Site Plan Approval, Part Lot 23, Concession 5, designated as Part 1 on Plan 49R-16238, Industrial Avenue

Karen Cronier provided an overview of the report. Ms. Cronier reported that the application is to facilitate the expansion of the existing mini storage development and allow for the construction of a 427.4 square meter storage building at 80 Industrial Avenue. No municipal services are proposed for the development. The proposed site plan meets the intent of the Official Plan and the provisions of the Zoning By-law. Staff deem the proposal appropriate and conditionally grants site plan approval subject to the owner entering into a site development agreement with the Town.

Received for information.

5. Budget Reports (Planning, Building, and Economic Development)

Received for information.

General Matters

1. Acknowledgement of CAO Dan Scissons Retirement

Mayor Serviss acknowledged CAO Dan Scissons on his 32 years of service to the Town and his upcoming retirement.

Councillors Lisa Coutu, Murray Rutz and James Carmody and Deputy Mayor Theresa Sabourin all congratulated and offered their best wishes to Dan on his retirement.

Former Mayor Bob Sweet highlighted Dan's employment history in Petawawa and shared fond memories of the almost three decades that they worked together. Former Mayor Sweet acknowledged the outstanding commitment and

professionalism Dan demonstrated during his years with the Town and predecessor Township. He offered up his congratulations and best wishes to Dan on his retirement.

LCol Enno Kerckhoff, Deputy Commander, 4th Canadian Division Support Group, commended Dan for his dedication and service to the Town and unwavering support towards Garrison Petawawa.

Mayor Serviss spoke of the decade that he has worked with Dan and specifically referenced the rapport that they developed over the last six months. He congratulated Dan on his years of service to the community and offered best wishes from Council and Staff as he embarks on the next chapter of his life.

At this time, Council presented Dan with a handmade quilt fashioned from the corporate jackets worn during previous terms of Council in honour of his dedication and commitment to the Town.

Dan remarked on his incredible 32 year municipal career in Petawawa. He highlighted his proud accomplishments and praised past and present Councillors and staff he had the pleasure to work with during his tenure. Dan acknowledged his family and recognized Judy, for the unfailing support she has given him throughout his career.

Closed Meeting

There was no closed meeting.

Adjournment

Moved by Murray Rutz

Seconded by Karen Donovan

That the meeting be adjourned.

Carried

The meeting adjourned at 7:53 p.m.

Signature of the Clerk (Original Signed)