



Town of Petawawa
Regular Meeting of Council Minutes
October 3, 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:

Scott Randolph, CAO
Colin Howard, Clerk
Karen Cronier, Director of Planning & Development
Chris Mantha, Director of Public Works
Oliver Norwood
Quinton Norwood
Thomas Norwood
Lorie Norwood
Doug Sack
Mary Sack
Art Simmons
April Simmons
Luke Notnam, myFM

Call to Order

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

Land Acknowledgement

The land acknowledgement was read.

Moment of Silent Reflection

Mayor Serviss asked those in attendance to stand for a moment of silent reflection.

Approval of Agenda

Resolution #1

Moved by Murray Rutz

Seconded by Karen Donovan

That the agenda for the October 3, 2023 regular meeting of Council be adopted.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. Council Meeting (September 18, 2023)

Resolution #2

Moved by James Carmody

Seconded by Theresa Sabourin

That the minutes of the regular meeting of Council held September 18, 2023 be approved as printed and circulated.

Carried

Presentations

1. Certificates of Appreciation – Honouring Community Service, Oliver Arthur Norwood and Quinton Douglas Norwood

Mayor Serviss welcomed the Norwood family and proceeded to present Oliver Norwood and Quinton Norwood with Certificates of Appreciation to honour their excellent community service efforts. Mayor Serviss thanked Oliver and Quinton for helping to keep Petawawa's shoreline and beaches clean and free of waste and debris.

By-laws

There were no by-laws.

Correspondence

There were no items of correspondence.

Minutes

1. Council-In-Committee (September 25, 2023)

Resolution #3

Moved by Murray Rutz

Seconded by James Carmody

That the resolution adopted in the Council-In-Committee meeting held on September 25, 2023, to cancel Tender PW-09-2023 and direct staff to revisit the design criteria through engineering services, be extracted from the minutes.

Carried

Resolution #4

Moved by Lisa Coutu

Seconded by Murray Rutz

That the minutes of the Council-In-Committee meeting held on September 25, 2023, save and except for the resolution adopted to cancel Tender PW-09-2023, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Petawawa Police Services Board Meeting (July 19, 2023)

Councillor James Carmody provided an overview of the recent activities of the Petawawa Police Services Board.

Resolution #5

Moved by James Carmody

Seconded by Adam Driscoll

That the minutes of the Petawawa Police Services Board meetings held on July 19, 2023, be adopted as information.

Carried

3. Equity, Diversity and Inclusion Advisory Committee (August 30, 2023)

Councillor Lisa Coutu provided an overview of the recent activities of the Equity, Diversity, and Inclusion Advisory Committee.

Resolution #6

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the minutes of the Equity, Diversity and Inclusion Advisory Committee meeting held on August 30, 2023, be adopted as information.

Carried

Staff Reports

1. PL-13-2023 – Change Order Request, WSP Canada Inc. – Official Plan Review

Karen Cronier, Director of Planning and Development, provided an overview of the report.

Resolution #7

Moved by Murray Rutz

Seconded by Karen Donovan

That Council supports the revised scope change that is outlined in the Scope Change Request from WSP dated September 6, 2023.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin reported she attended the Silver Threads Seniors Club of Petawawa Annual General Meeting on September 21, 2023, and the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on September 23, 2023, where a few local Petawawa Business were recognized such as Hyska's Independent Grocer's, Canadian Military Family Magazine, Starz in Motion, End of the Leash Pet Boutique and Kyle & Sons Professional Home Services. Deputy Mayor Sabourin also reported she volunteered at the Petawawa Pantry on September 24 and 25, 2023, attended an Equity, Diversity and Inclusion Advisory Committee meeting on September 27, 2023, an Ottawa Valley Waste Management Board meeting on September 28, 2023, the Truth and Reconciliation Ceremony at Centennial Park on October 1, 2023, and represented the mayor as a guest judge at the 3rd Annual Bright Eye's and Brushy Tails customer appreciation event.

Councillor James Carmody reported he chaired a Petawawa Public Library Board meeting on September 25, 2023, attended the Public Works tender openings for winter maintenance on September 26, 2023, and the Truth and Reconciliation Ceremony on October 1, 2023.

Councillor Lisa Coutu reported she attended a Petawawa Public Library Board meeting on September 25, 2023, chaired an Equity, Diversity and Inclusion Advisory Committee meeting on September 27, 2023, and participated in the Truth and Reconciliation Ceremony at Centennial Park on October 1, 2023.

Councillor Adam Driscoll – nothing to report.

Councillor Karen Donovan reported she attended the Silver Threads Seniors Club of Petawawa Annual General Meeting on September 21, 2023, participated in the Community Living Upper Ottawa Valley Golf Tournament on September 22, 2023, and she also attended the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on September 23, 2023. Councillor Donovan also reported that

she attended the retirement luncheon for Annette Mantifel on September 27, 2023, a Petawawa Accessibility Advisory Committee meeting on September 28, 2023, and the Truth and Reconciliation Ceremony on October 1, 2023.

Councillor Murray Rutz reported he attended a Pembroke and Area Airport Commission meeting on September 21, 2023, a meeting with the CAO and Chair of the Airport Commission on September 27, 2023, the Bright Eye's and Brushy Tails customer appreciation event on September 30, 2023, and a Petawawa Business Advisory Network meeting on October 3, 2023.

Mayor Gary Serviss reported he attended a fire dispatch billing meeting with the CAO and Fire Chief on September 19, 2023, a Highway 17 Extension Committee meeting on September 20, 2023, and he participated in the Soldier On Golf Tournament on September 21, 2023. Mayor Serviss also reported he attended the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards Gala on September 23, 2023, County Council on September 27, 2023, and he participated in the Truth and Reconciliation Ceremony on October 1, 2023.

Closed Meeting

Resolution #8

Moved by Lisa Coutu

Seconded by James Carmody

That the meeting be closed pursuant to Section 239 (2) (i) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, to discuss a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

Council went into closed session at 7:18 p.m.

Council reconvened to open session at 7:47 p.m.

Business Arising from Closed Session

A closed meeting was held. Council discussed the award of tender PW-09-2023, Comfort/Information Centre Phase II.

Council voted on the following resolution in open session:

Resolution #9

Moved by Murray Rutz

Seconded by Lisa Coutu

That Council reconsiders the motion recommended at the September 25, 2023 Council-in-Committee meeting, and proceeds with awarding Tender PW-09-2023 as follows:

That Council approves the award of Tender PW-09-2023, Comfort/Information Centre Phase II to Wade General Contracting Ltd. in the amount of \$613,300.00 + HST, subject to a reduction in the scope of work through a negotiated change order, and that Council approves the use of \$459,060.00 in available funds to start construction in 2023. The remaining funds would be approved through the 2024 Budget process.

Carried

Confirming By-law

Resolution #10

Moved by Theresa Sabourin

Seconded by James Carmody

That By-law 1610/23 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #11

Moved by Lisa Coutu

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:50 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)