



Town of Petawawa
Regular Meeting of Council Minutes
November 20, 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
Craig Proulx, Acting Fire Chief

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 Lisa Coutu

Seconded by Murray Rutz

That the agenda for the November 20, 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 (November 6, 2023)

Resolution #2

Moved by Karen Donovan

Seconded by James Carmody

That the minutes of the regular meeting of Council held November 6, 2023 be approved as printed and circulated.

Carried

Presentations

There were no presentations.

By-laws

1. By-law 1615/23 – being a by-law to amend By-law 1421/21, being a by-law to adopt a winter control policy for the Town of Petawawa

Resolution #3

Moved by Murray Rutz

Seconded by Theresa Sabourin

That By-law 1615/23, being a by-law to amend By-law 1421/21, being a by-law to adopt a winter control policy for the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1615/23 be read a third and final time and passed.

Carried

2. By-law 1616/23 – being a by-law to adopt the Town of Petawawa 2024-2026 Strategic Planning Document

Resolution #5

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1616/23, being a by-law to adopt the Town of Petawawa 2024-2026 Strategic Planning Document, be read a first and second time.

Carried

Resolution #6

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1616/23 be read a third and final time and passed.

Carried

3. By-law 1617/23 – being a by-law to amend By-law 1359/20, being a by-law to authorize the execution of an agreement with Pro-Tec 5 Inc.

Resolution #7

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1617/23, being a by-law to amend By-law 1359/20, being a by-law to authorize the execution of an agreement with Pro-Tec 5 Inc., be read a first and second time.

Carried

4. By-law 1618/23 – being a by-law to amend By-law 1435/21, being a by-law to authorize the execution of an agreement with The Canadian Corps of Commissionaires (Ottawa Division)

Resolution #9

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1618/23, being a by-law to amend By-law 1435/21, being a by-law to authorize the execution of an agreement with The Canadian Corps of Commissionaires (Ottawa Division), be read a first and second time.

Carried

Resolution #10

Moved by James Carmody

Seconded by Lisa Coutu

That By-law 1618/23 be read a third and final time and passed.

Carried

Correspondence

1. City of Pembroke – Warming Centre Request

Mayor Serviss provided an overview of the letter received from the City of Pembroke requesting consideration from the Town of Petawawa to help fund a warming centre for the homeless.

Resolution #11

Moved by James Carmody

Seconded by Murray Rutz

That Council accepts the request letter for funding a warming centre from the City of Pembroke and that Council agrees to approve contributing \$20,000.00 towards the cost of the warming centre effective immediately.

Carried

2. Letter from Resident Crystal Holmes – Speed Reduction and Safety Concerns on Petawawa Boulevard near Pine View Public School

Received for information at this time. A discussion occurred and Council directed staff to work with the school board and County of Renfrew to gather the respected speed and traffic count data and report back to Council at a future meeting.

3. Letter of Appreciation from Resident G. Walker

Received for information.

Minutes

1. Council-In-Committee (November 14, 2023)

Resolution #12

Moved by Lisa Coutu

Seconded by Karen Donovan

That the minutes of the Council-In-Committee meeting held on November 14, 2023, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Petawawa Accessibility Advisory Committee Meeting (September 28, 2023)

Councillor Karen Donovan provided an overview of the recent activities of the Petawawa Accessibility Advisory Committee.

Resolution #13

Moved by Karen Donovan

Seconded by Murray Rutz

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on September 28, 2023, be adopted as information.

Carried

Staff Reports

1. FD-02-2023 – Award Request for Proposal FD-03-2023, Fire Master Plan and Community Risk Assessment

Craig Proulx, Acting Fire Chief, provided an overview of the report.

Resolution #14

Moved by Adam Driscoll

Seconded by Murray Rutz

That Council approves the award of Request for Proposal FD-03-2023, Fire Master Plan and Community Risk Assessment, to Emergency Management Group Inc. for an Upset Cost Estimate of \$69,555.00 plus HST.

Carried

2. Animal Control/By-law Enforcement Monthly Report – October 2023

Colin Howard, Clerk, provided an overview of the monthly report.

Resolution #15

Moved by Theresa Sabourin

Seconded by James Carmody

That Council receives the Animal Control/By-law Enforcement monthly report for October as information.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin – nothing to report.

Councillor James Carmody – nothing to report.

Councillor Lisa Coutu reported she represented the Mayor for the official Grand Opening ribbon-cutting ceremony at Western Financial on November 14, 2023.

Councillor Adam Driscoll – nothing to report.

Councillor Karen Donovan reported she attended a Petawawa Accessibility Advisory Committee budget discussion meeting on November 16, 2023 and participated in Sensory Friendly 101 Training on November 20, 2023.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network meeting on November 7, 2023, and he took part in the Remembrance Day Ceremony at the Cenotaph on November 11, 2023.

Mayor Gary Serviss reported he attended the County of Renfrew Budget workshop meeting and a Remembrance Day dinner at the Petawawa Legion both on November 9, 2023. Mayor Serviss reported he also attended the Remembrance Day Ceremony at Valour JK-12 School and the Emergency Training Exercise with senior staff on

November 10, 2023, and he participated in the Remembrance Day Ceremony at the Cenotaph on November 11, 2023. Mayor Serviss reported he also attended a County of Renfrew Development and Property meeting on November 14, 2023, a Renfrew County Housing Corporation meeting on November 15, 2023, and a Global First Power meeting on November 16, 2023 to hear about the first micro modular reactor being built at Chalk River.

Closed Meeting

There was no closed meeting.

Confirming By-law

Resolution #16

Moved by Murray Rutz

Seconded by Karen Donovan

That By-law 1619/23 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #17

Moved by Lisa Coutu

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:45 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)