



Minutes

Virtual Meeting, Petawawa ON

April 6, 2021

Present:

Laura Hanek
Portia Hoffman Strang
Theresa Sabourin
William Grandy
Val Hyska
Robert Hall

Regrets:

Christina McFadden
Richard McNish
Cindy Sell

Also Present:

Christine Mitchell

Welcome and Introductions

Val Hyska, Chair, called the meeting to order at 9:04 am.

Approval of Agenda

Moved by Laura Hanek

Seconded by Robert Hall

That the agenda for the April 6, 2021 virtual meeting of PBAN be approved as circulated.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

Moved by Theresa Sabourin

Seconded by William Grandy

That the minutes of March 2, 2021, be approved.

Carried

Old Business

1. Business Grants and Programs

Christine reported that an e-news document was created and circulated on March 22nd. Christine did note that many funding programs have or will be closing in anticipation of the government fiscal year-end. When the new budget is announced additional dollars and new funding programs will be available.

- **Community Building Fund:** The [Community Building Fund](#) - Operating Stream fund is now available through the Ontario Trillium Foundation. Application deadline is May 5, 2021.
- **Federal Wage and Rent subsidy:** Support and programs for business wage and rent subsidies have been extended to June 2021. Refer to the [Federal background document](#) for additional details.
- **Enterprise Renfrew County:** The Enterprise Renfrew County centre launched their [Summer Company Program](#) and the [Starter Company Plus Program](#). Both programs support entrepreneurs with training and finances to develop and start a business.

2. Business Health and Wellness Peer Check-in Program

The ad hoc committee have completed the business peer check-ins. General reporting will be provided to Christine who will compile them into a summary review to validate or highlight any industries or areas which may warrant further targeted support and resources.

3. Shop Petawawa

The revised Shop Petawawa website went live over Easter weekend. The site now provides more information and resources for the public to connect with and support local businesses. There is an advertisement in the upcoming Community Guide about the site and continued engagement through social media channels.

4. Service Concierge – Financial Series of Workshops

Christine reported that all five sessions had concluded. Participation levels did drop by the end of the month. Despite the decline, there was plenty of engagement from the facilitators with the participants and each workshop was highly evaluated by attendees as providing valuable, informative and engaging information. Staff are discussing additional webinars opportunities.

5. Community Improvement Plan (CIP)

Christine reported that Council endorsed the review panel report and WSP has been engaged as the contractor to facilitate our CIP. Staff will meet with WSP in the coming days. Responses generated from a community and a business survey will be part of the initial CIP Background Report. PBAN will be integral in sharing the business survey for completion as well as future stakeholder consultation elements.

6. Building Permit Workflow Resource

Christine reported that Council endorsed the purchase of building permit software, Cloudpermit, which is a more interactive platform providing enhanced communication between the permit requestor and the municipality. The software has notification parameters that automatically update users as their application progresses through each stage of review and provides supports to users in the completion of the application so that permits can be processed more timely. Staff are registered to take software training and are facilitating the migration of data before the system goes online. Cloudpermit will offer training sessions for our developers and frequent permit requestors to support them with a more personalized tutorial on how to use the software.

New Business

1. Staycation Petawawa Program

Christine reported that the planned staycation program, due to launch April 12th, is going to be delayed as a result of the March 26th RCDHU “COVID-19 Safe Dining Order”, which was to take effect on April 2nd, and the subsequent April 1st Provincewide Emergency Brake which effectively closed restaurants for all but take out and limited business capacities. The goal of the program was to encourage a return to in-person shopping, of hyper local tourists, to support small local businesses. A discussion followed where members suggested delays into June as the winners of the program would be redeeming their staycations in July and August.

Correspondence

- The Eastern Ontario Regional Network (EORN) announced that in partnership with the Government of Canada and the Province of Ontario that Rogers has been awarded a \$300M to complete wireless connectivity expansion to rural communities in Eastern Ontario.
- Christine provided an update of the scheduled works that will occur on Petawawa Blvd. this spring and summer. Businesses affected by the first round of service upgrades along Petawawa Blvd. have been notified been H&H Construction whom has been hired by the proponents of the Portage Landing subdivision to complete the sanitary enhancements necessary for additional residential construction. In tandem, the municipality will complete infrastructure upgrades. These works are anticipated to

begin April 5th. The County of Renfrew is also expected to complete a shave and pave and some curbing work from Portage Road to the Garrison following the completion of the other works. More details to be provided once the County engages the contractor for the works.

- Robert Hall has indicated that he has been posted back to his hometown of Nova Scotia and thus will be forwarding a resignation letter to the PBAN. Robert and his family are wished well in their return home.

Information (Business Openings/Milestones/Celebrations)

- Kushys, located at 3025 Petawawa Blvd. Unit 11 has delayed the Grand Opening event which was planned for April 9th.
- Milano's Pizza at 3515 Petawawa Blvd. new owner Jenny Hodgson is expected to open April 10th. Jenny will be adding some of her own specialty products and dishes to the menu.
- Prairie and Luna Cannabis Co. Ltd., at 3067 Petawawa Blvd is opening tomorrow April 7th.
- Bombshells Tattoo, at 1027 Victoria St. has announced that they will be moving to a Pembroke location on May 1st. The space they currently occupy is too small for their growing number of artists.
- Skip the Dishes has launched a service in Petawawa, as of March 12th.

Events

With the recent Province wide Emergency Brake Order, many events have been cancelled or rescheduled as gathering thresholds have been greatly reduced and restricted. Val did speak about an upcoming Rotary Fundraising project called "Project Playhouse" which will see the raffling off of five custom built playhouses. Details of that event and modified Civic Centre Days activities are in the works.

Round Table

Laura reported that their posting notice has confirmed they will remain in Petawawa. Laura also reported that she has been busy in her graphic recording business working additional hours and with some new clients.

William reported that he is preparing for the upcoming season of The Shed. Bill also reported that he was a successful applicant to the committee development for the 2022 Winter Games and has taken on the role as head of venue security coordination. Bill indicated that the games will occur over 17 locations in the Valley.

Theresa discussed recent training members of the Petawawa Accessibility Advisory Committee participated in through the Rick Hansen Foundation. The mandate to have an accessible Ontario by 2025 is fast approaching and we need to stay informed and educated to ensure a

welcoming and compliant community. Theresa noted that 2022 will be the 25th Anniversary of the Town.

Robert reported that the Garrison is open with restricted access. The Transition Centre is now offering transitioning members, spousal and dependent information sessions. Participation in their virtual assistance programs has been popular. The annual SCAN retirement workshops will run virtually May 11 -14th with support from the PMFRC and tie in with their annual career fair May 12-13th.

Portia indicated that with this third wave and further restriction on personal service businesses she is weighing her options. It has been challenging times. Portia did indicate that she is focused on increasing her online store and has officially launched a lounge wear line.

Val indicated Easter weekend was very busy as shopper's transition to new tighter regulations and occupancy allowances. Val indicated they have been working towards opening the garden centre and anticipate that it will open late April.

Adjournment

The meeting adjourned to the call of the Chair at 10:13 am.