



Town of Petawawa
Regular Meeting of Council Minutes
April 22, 2025 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, Director of Legislative Services/Clerk
Melanie Scheer, Director of Planning and Development
Chris Mantha, Director of Public Works
Trevor Woodtke, Asset/Energy Management Coordinator
Paula Turcotte, Acting Treasurer
John Yakabuski
Vicky Yakabuski
Bob Sweet
Sonia Sweet
Anthony Dixon, Pembroke Observer and News
Patricia Leboeuf, Petawawa Post
Emma Butler, myFM

Call to Order

The Mayor called the meeting to order at 6:34 p.m.

Land Acknowledgement

The land acknowledgement including a Truth and Reconciliation Commission Call to Action was read.

Moment of Silent Reflection

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

Approval of Agenda

The Mayor pointed out that Item #3 under staff reports is to be reported on with the approval of By-law 1748/25.

Resolution #1

Moved by Murray Rutz

Seconded by James Carmody

That the agenda for the April 22, 2025 regular meeting of Council be adopted as amended.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. **Council Meeting (April 7, 2025)**

Resolution #2

Moved by Theresa Sabourin

Seconded by Karen Donovan

That the minutes of the regular meeting of Council held April 7, 2025, be approved as printed and circulated.

Carried

Presentations

1. **Honouring Former MPP John Yakabuski, Renfrew Nipissing Pembroke**

Mayor Serviss welcomed John Yakabuski and proceeded to highlight his successful career as the member of provincial parliament for Renfrew Nipissing Pembroke. Mayor Serviss on behalf of the Council for the Town of Petawawa, presented John Yakabuski with a plaque as a token of the appreciation, service and commitment he has dedicated to the residents of Petawawa and the County of Renfrew over the past 22 years. Mayor Serviss on behalf of the Council for the Town of Petawawa, presented Vicky Yakabuski with an arrangement of flowers for her unending support of John, which allowed him to excel and go on to have an excellent career in politics.

Council broke for a short recess at 7:01 pm to allow for photo opportunities with Council, John and Vicky Yakabuski and former Mayor Bob Sweet and Sonia Sweet.

Council reconvened at 7:07 pm.

By-laws

1. By-law 1746/25 – being a by-law to appoint an Acting Treasurer for the Corporation of the Town of Petawawa

Resolution #3

Moved by Murray Rutz

Seconded by Lisa Coutu

That By-law 1746/25, being a by-law to appoint an Acting Treasurer for the Corporation of the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by Theresa Sabourin

Seconded by Karen Donovan

That By-law 1746/25, be read a third and final time and passed.

Carried

2. By-law 1747/25 – being a by-law to appoint a Committee of Adjustment

Resolution #5

Moved by Karen Donovan

Seconded by Adam Driscoll

That By-law 1747/25, being a by-law to appoint a Committee of Adjustment, be read a first and second time.

Carried

Resolution #6

Moved by James Carmody

Seconded by Murray Rutz

That By-law 1747/25, be read a third and final time and passed.

Carried

3. By-law 1748/25 – being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended

Melanie Scheer, Director of Planning and Development, address questions from Council on report PL-14-2025 for the zoning by-law amendment for Part of Lots 17 and 18, Concession 1, Barron Canyon Road.

Resolution #7

Moved by Murray Rutz

Seconded by Adam Driscoll

That By-law 1748/25, being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended, be read a first and second time.

Carried

Resolution #8

Moved by James Carmody

Seconded by Theresa Sabourin

That By-law 1748/25, be read a third and final time and passed.

Carried

Correspondence

1. Integrity Commissioner Services – Annual Report for 2024 – Tony Fleming, Cunningham, Swan, Carty, Little and Bonham LLP
Received for information.
2. Strong Mayor Powers – Honorable Rob Flack, Minister of Municipal Affairs and Housing

Mayor Serviss provided an overview of the correspondence received from the Minister of Municipal Affairs and Housing.

Council had an informed discussion and provided direction to the CAO to bring forward correspondence on the Town's response to the notice of Petawawa being granted strong mayor powers.

Minutes

1. Council-In-Committee Meeting (April 14, 2025)

Resolution #9

Moved by Murray Rutz

Seconded by Lisa Coutu

That the minutes of the Council-In-Committee meeting held on April 14, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

Staff Reports

1. FIN-13-2025 – March 2025 Expenditure Report

Paula Turcotte, Acting Treasurer, provided an overview of the report.

Resolution #10

Moved by Murray Rutz

Seconded by Adam Driscoll

That cheque numbers 4941 to 5120 totaling \$4,920,384.94 be approved by Council.

Carried

2. PW-09-2025 – Extension to Service Contract for the Collection and Transportation of various Solid Waste Material within the Town of Petawawa

Trevor Woodtke, Asset/Energy Management Coordinator, provided an overview of the report.

Resolution #11

Moved by Murray Rutz

Seconded by Adam Driscoll

That Council approves the extension to the service contract for the collection and transportation of various solid waste material within the Town of Petawawa; and

That By-law 971/15 be amended to authorize the execution of the extension to the service contract and presented at the next Council meeting.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin – nothing to report.

Councillor James Carmody reported he participated in the on-going recruitment efforts for the new Chief Executive Officer for the Petawawa Public Library, conducting interviews on April 11, 2025. Councillor Carmody also reported that he participated in the Code of Conduct training session on April 8, 2025, and he attended a community open house at the Petawawa Legion to discuss the relocation of a Hydro One transmission line, known as Circuit D6. Councillor Carmody also reported he took part in various Leeuwarden events during the delegation visit between April 14 to 16, 2025.

Councillor Lisa Coutu reported she participated in a tour of Canadian Nuclear Laboratories (CNL) in Chalk River, as part of the Leeuwarden delegation on April 14, 2025. Councillor Coutu also took part in several events during the Leeuwarden delegation visit, such as the commemoration parade on April 15, 2025, to honour the liberation of Leeuwarden.

Councillor Adam Driscoll reported he also participated in several events during the Leeuwarden delegation, and he attended a Pembroke and Area Airport Commission meeting on April 17, 2025.

Councillor Karen Donovan reported she attended the Code of Conduct training on April 8, 2025, and later that same day she attended a community open house at the Petawawa Legion to discuss the relocation of a Hydro One transmission line. Councillor Donovan also reported she participated in the CNL tours on April 14, 2025, the commemoration parade on April 15, 2025, and she attended a seniors programming event on April 17, 2025.

Councillor Murray Rutz reported he also attended several events during the Leeuwarden delegation. Councillor Rutz reported he attended a Pembroke and Area Airport Commission meeting on April 17, 2025. Councillor Rutz took a moment to remind residents of the upcoming speed reduction and installation of a community safety zone along County Road 51 (Petawawa Boulevard) and the annual Petawawa Showcase event scheduled to begin on April 25, 2025.

Mayor Gary Serviss reported he attended the Petawawa Legion on April 8, 2025, to discuss the relocation of the transmission line, a County of Renfrew Council meeting on April 9, 2025, and he also participated in all the scheduled events surrounding the Leeuwarden delegation visit. Mayor Serviss thanked Deputy Mayor Sabourin, her husband Dale, Dog House Brewery, and the staff of Recreation, Culture and Tourism department and the staff of Civic Properties for all their assistance in planning the events surrounding the Leeuwarden visit. Mayor Serviss also reported that he attended a kick off meeting for the Water and Dirt Festival on April 16, 2025, and he attended a meeting between the Mayor's and CAO's from neighbouring municipalities on April 17, 2025.

Closed Meeting

There was no closed meeting.

Confirming By-law

Resolution #12

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1749/25 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #13

Moved by James Carmody

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:58 p.m.

Signature of the Deputy Mayor (Original Signed)

Signature of the Clerk (Original Signed)