



Town of Petawawa
Regular Meeting of Council Minutes
July 7, 2025 at 6:30 p.m.
Silver Threads Seniors Centre

Present:

Deputy Mayor Theresa Sabourin
Councillor James Carmody
Councillor Lisa Coutu
Councillor Karen Donovan
Councillor Murray Rutz

Regrets:

Mayor Gary Serviss
Councillor Adam Driscoll

Also Present:

Colin Howard, CAO
Dawn Recoskie, Acting Clerk
Chris Mantha, Director of Public Works
Paula Turcotte, Acting Treasurer
Kate Bennett, Coordinator of Legislative Services
Henry Coutu
Taelyr Turcotte

Call to Order

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

Land Acknowledgement

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

Moment of Silent Reflection

Deputy Mayor Theresa Sabourin 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 July 7, 2025 regular meeting of Council, be adopted as presented.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Approval of Minutes

1. **Council Meeting (June 16, 2025)**

Resolution #2

Moved by James Carmody

Seconded by Lisa Coutu

That the minutes of the regular meeting of Council held June 16, 2025, be approved as printed and circulated.

Carried

Presentations

There were no presentations.

By-laws

There were no by-laws.

Correspondence

There were no items of correspondence.

Minutes

1. **Council-In-Committee Meeting (June 23, 2025)**

Resolution #3

Moved by Murray Rutz

Seconded by Lisa Coutu

That the minutes of the Council-In-Committee meeting held on June 23, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Ottawa Valley Waste Management Board Meeting (March 20, 2025)

Councillor Murray Rutz provided an overview of the recent activities of the Ottawa Valley Waste Management Board.

Resolution #4

Moved by Murray Rutz

Seconded by James Carmody

That the minutes of the Ottawa Valley Waste Management Board meeting held on March 20, 2025, be adopted as information.

Carried

3. Petawawa OPP Detachment Board Meeting (May 21, 2025)

Councillor James Carmody provided an overview of the recent activities of the Petawawa OPP Detachment Board.

Resolution #5

Moved by James Carmody

Seconded Karen Donovan

That the minutes of the Petawawa OPP Detachment Board meeting held on May 21, 2025, be adopted as information.

Carried

4. Petawawa Accessibility Advisory Committee Meeting (May 22, 2025)

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

Resolution #6

Moved by Karen Donovan

Seconded by Lisa Coutu

That the minutes of the Petawawa Accessibility Advisory Committee meeting held on May 22, 2025, be adopted as information.

Carried

Staff Reports

1. PW-20-2025 – Award of Tender PW-13-2025, Grit Tank #2 Repairs

Chris Mantha, Director of Public Works, provided an overview of the report.

Resolution #7

Moved by Lisa Coutu

Seconded by Murray Rutz

That Council approves the award of Tender PW-13-2025, Grit Tank #2 Repairs, to the lowest bidder being Image Masonry Ltd. in the amount of \$373,000.00 plus HST; and

That Council approves \$30,000.00 for engineering design and construction administration costs; and

That Council approves \$37,000.00 for contingency allowance for the entire project as outlined above, for a total project cost of \$440,000.00 excluding HST.

Carried

2. FIN-16-2025 – Appointment of Signing Officers for the Corporation of the Town of Petawawa

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

Resolution #8

Moved by Karen Donovan

Seconded by James Carmody

That Council appoints Gary Serviss, Mayor; Theresa Sabourin, Deputy Mayor; Colin Howard, CAO; and Paula Turcotte, Acting Treasurer; as signing officers for the Corporation of the Town of Petawawa.

Carried

Councillor Reports

Councillor James Carmody reported he chaired a meeting of the Petawawa OPP Detachment Board on June 18th; chaired a meeting of the Petawawa Public Library Board on June 23rd; attended the Business Connects symposium on June 26th hosted by the Town's Economic Development Department; attended the Ottawa Valley Stomp festival on June 27th & 28th; and participated in the Canada Day celebrations at the Petawawa Civic Centre.

Councillor Lisa Coutu reported she attended a meeting of the Petawawa Public Library Board on June 23rd where the new CEO, Matthew Corbett, was introduced to the members of the Board. Councillor Coutu also attended the staff appreciation BBQ on June 25th and the Canada Day celebrations.

Councillor Karen Donovan reported she attended a meeting of the Petawawa Accessibility Advisory Committee and the staff appreciation BBQ on June 25th. Councillor Donovan also attended the Ottawa Valley Stomp festival, the Business Connects symposium, and the Canada Day celebrations.

Councillor Murray Rutz reported he provided a site tour of Festival Hall for MPP Billy Denault on June 17th. Councillor Rutz also attended a meeting of the Ottawa Valley

Waste Management Board on June 19th; a virtual meeting of the Festival Hall Consortium on June 19th; and the Canada Day celebrations.

Deputy Mayor Theresa Sabourin reported she attended two change of command ceremonies recently, including the new Garrison Petawawa Commander. Deputy Mayor Sabourin also attended a meeting of the Petawawa OPP Detachment Board on June 18th and recently recorded a safe boating public safety message with myFM radio. Deputy Mayor Sabourin also attended a farewell dinner for retired MPP John Yakubuski, the Business Connects symposium, and the Ottawa Valley Stomp festival.

Closed Meeting

There was no closed meeting.

Confirming By-law

Resolution #9

Moved by Murray Rutz

Seconded by Lisa Coutu

That By-law 1767/25 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #10

Moved by Karen Donovan

Seconded by Lisa Coutu

That the meeting adjourn to the call of the Deputy Mayor.

Carried

The meeting adjourned at 6:56 p.m.

Signature of the Deputy Mayor (*original signed*)

Signature of the Acting Clerk (*original signed*)