



**Town of Petawawa
Council-In-Committee Meeting Minutes
July 14, 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 Adam Driscoll
Councillor Murray Rutz

Regrets:

Mayor Gary Serviss

Also Present:

Colin Howard, CAO
Dawn Recoskie, Acting Clerk
Kate Bennett, Legislative Services Coordinator
Craig Proulx, Acting Fire Chief
Colin Coyle, Manager of Recreation, Culture and Tourism
Melanie Scheer, Director of Planning and Development
Christine Mitchell, Manager of Economic Development
Chris Mantha, Director of Public Works
Paula Turcotte, Acting Treasurer
Sherwood Nieman
Wayne Bando (6:57 p.m.)

The Council-In-Committee meeting was opened by the Deputy Mayor at 6:30 p.m.

Land Acknowledgement

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

Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Fire and Emergency Services

1. Monthly Activity Report

Craig Proulx, Acting Fire Chief, provided an overview of the report. AFC Proulx reported 14 incidents for the month of June, including one vehicle fire, a significant motor vehicle collision on Highway 17, two water rescues, and three fire alarms. AFC Proulx acknowledged the Town's annual compliance with the requirements of the Emergency Management and Civil Protection Act. AFC Proulx highlighted the monthly platoon training (swift water rescue refresher) and specialty training items (boat training on Black Bay and technician level swift water rescue training).

Moved by Murray Rutz

Seconded by James Carmody

That the Fire and Emergency Services monthly activity report be accepted as information.

Carried

Recreation, Culture and Tourism

1. Monthly Activity Report

Colin Coyle, Manager of Recreation, Culture and Tourism, provided an overview of the various services, programs and rental activities realized over the month of June. Mr. Coyle highlighted the summer day camp staff training, accessible beach feature staff training, and the OVTA training for the summer tourism ambassador for the operation of the visitor information centre at the Comfort Station. Mr. Coyle also highlighted a new event as part of the Water and Dirt Festival, Kids Adventure Run; this event is a partnership between the Town of Petawawa, Township of Laurentian Valley, and Hugli's Blueberry Ranch. Mr. Coyle commented on the recent success of Civic Centre Days and the Craft Beer Fest events.

Moved by Karen Donovan

Seconded by Lisa Coutu

That the Recreation, Culture and Tourism monthly activity report be accepted as information.

Carried

Planning and Development

1. Monthly Activity Report

Melanie Scheer, Director of Planning and Development, provided an overview of the monthly report. Ms. Scheer presented the list of active planning applications and the

June building permit statistics, noting the number of permits issued, permit fees and construction value of the permits are higher than what was experienced in June 2024. Ms. Scheer also recognized the recent hiring of Senior Planner Raj Ali.

Moved by Murray Rutz

Seconded by Lisa Coutu

That the Planning and Development monthly report be accepted as information.

Carried

Economic Development

1. Monthly Activity Report

Christine Mitchell, Manager of Economic Development, provided an overview of the monthly report. Ms. Mitchell highlighted business development items including interest in the Industrial Park and the Community Improvement Plan. Ms. Mitchell commented on the development of the new municipal website, planning for the Petawawa Ramble, and filming in collaboration with YourTV of the “In Business” segments for local businesses The Portal and The Country Cupboard. Ms. Mitchell also recognized the presentation of the results of the Business, Retention, and Expansion (BR&E) outreach at a recent Business Connect meeting.

Moved by James Carmody

Seconded by Adam Driscoll

That the Economic Development monthly report be accepted as information.

Carried

Public Works

1. Monthly Activity Report

Chris Mantha, Director of Public Works, provided an overview of the monthly activity report. Mr. Mantha highlighted the capital works program including the recent completion of the Public Works office expansion, a status update on the Town Office renovation project, the Civic Centre parking lot improvements, building condition assessments, Pinehurst Estates sanitary sewer upgrade, water tower rehabilitation on Water Tower Road, grit tank #2 rehabilitation and repairs, disinfection by-products reduction study, Murphy Road urbanization, Norman Street in/out access, and Black Bay Road and Eichstaedt Road upgrades. A general discussion also occurred regarding the number of pickle ball courts to be installed as part of the Civic Centre parking lot improvements; Mr. Mantha explained the current site plan is showing the installation of three courts as the best option as opposed to four courts.

Moved by Karen Donovan

Seconded by Adam Driscoll

That the Public Works monthly report be accepted as information.

Carried

2. PW-21-2025 – Black Bay Road Rehabilitation from Highway 17 to 1417 Black Bay Road (Mielke Quarry)

Chris Mantha reported the 2025 budget approved \$450,000 for the rehabilitation of Black Bay Road and this funding will be used in conjunction with the BEI investment required to meet the requirements as set out in the road improvement and maintenance agreement (By-law 1265/19) and provide additional works to improve the road structure, widen the road, and provide paved shoulders which enhances roadway service life and safety for all road users.

The report was received for information.

3. PW-22-2025 – Do-All Construction – Request for tonnage increase from the current limit of 60,000 tonne to 180,000 tonne per year at Nieman Pit and Quarry located on Black Bay Road

Chris Mantha explained the history regarding the Nieman Pit and Quarry and the maximum extraction limit set through an OMB Order and Minutes of Settlement from 2007. Mr. Sherwood Nieman is seeking an increase from the current maximum extraction limit of 60,000 tonne to 180,000 tonnes; said increase requires written permission from both the Council of the Town of Petawawa and the Ministry of Natural Resources.

Moved by Adam Driscoll

Seconded by Murray Rutz

That Council authorizes staff to negotiate a new road improvement maintenance agreement with Do-All Construction to improve the 1500 metres of roadway from the BEI (Mielke Pit entrance) to the entrance of the Nieman Pit; and that any tonnage increase would be approved based upon acceptance of this new agreement.

Carried

Finance

1. FIN-17-2025 – June 2025 Expenditure Report

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

Moved by Murray Rutz

Seconded by James Carmody

That cheque numbers 5555 to 5776 totaling \$5,712,764.46 be approved by Council.

Carried

Legislative Services

1. Monthly Activity Report

Colin Howard, CAO/Deputy Clerk, provided an overview of the report. Mr. Howard highlighted various calls for service from animal control and municipal by-law enforcement officers over the month of June. Mr. Howard reported on recruitment and job posting activities, and highlighted statistics regarding commissioner of oaths, marriage licences, and community flag requests.

Moved by Karen Donovan

Seconded by Lisa Coutu

That the Legislative Services monthly activity report be accepted as information.

Carried

General Matters

There was nothing to report.

Closed Meeting

There was no closed meeting.

Adjournment

Moved by Adam Driscoll

Seconded by Murray Rutz

That the meeting be adjourned.

Carried

The meeting adjourned at 7:52 p.m.

Signature of the Acting Clerk (*original signed*)