



Town of Petawawa
Regular Meeting of Council Minutes
June 16, 2025 at 6:30 p.m.
Silver Threads Seniors Centre

Present:

Mayor Gary Serviss
Deputy Mayor Theresa Sabourin
Councillor James Carmody
Councillor Lisa Coutu
Councillor Adam Driscoll
Councillor Karen Donovan
Councillor Murray Rutz

Also Present:

Colin Howard, Director of Legislative Services/Clerk
Dawn Recoskie, Coordinator of Public Works and Fire Services
Chris Mantha, Director of Public Works
Melanie Scheer, Director of Planning and Development
Kate Bennett, Coordinator of Legislative Services
Steven Bosa, Acting Inspector, Interim Detachment Commander
Tracey Serviss
Alexie Belanger
Gabriel Landriault
Kelly Foster
Krisha Alexander
Madeline Schori
Madison Reinert
Maya Massicotte
Owen Chapin
Wayne Bando
Sienna Landriault
Andrea Cliche
Christopher Sample

Jessica Moore
David Foster
Cheryl Paquette
Jim Sarceвич
Tom Fawcett
Quincy Alexander
Jude Alexander
Dhaia Alexander
Bill Healey
Melanie Healey
Michelle Chapin
Jeff Chapin
Adam Schori
Jennifer Schori
Lise Belanger
Emma Belanger
Chantal Belanger
Ken Belanger
Gabriel Clark
Cole McLaughlin
Andre Massicotte
Braxton Massicotte
Kelley Massicotte
Jessica Merten
Sascha Merten
Ben Hill
Nancy Sarginson

Call to Order

The 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

Mayor Gary Serviss 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 June 16, 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 2, 2025)

Resolution #2

Moved by James Carmody

Seconded by Lisa Coutu

That the minutes of the regular meeting of Council held June 2, 2025, be approved as printed and circulated.

Carried

Presentations

1. Outstanding Student Citizenship Awards

Mayor Serviss and Tracey Serviss presented the 2025 Outstanding Student Citizenship Awards to the following recipients:

- Gabriel Landriault – Fellowes High School
- Krisha Alexander – Bishop Smith Catholic High School
- Madelaine Schori – Bishop Smith Catholic High School
- Madison Reinert – Ecole Secondaire Publique L'Equinoxe
- Maya Massicotte – Ecole Secondaire Jeanne Lajoie
- Alexie Belanger – Ecole Secondaire Jeanne Lajoie
- Owen Chapin – Valour JK-12 School
- Kelly Foster – Valour JK-12 School

Mayor Serviss thanked the students for their exceptional community involvement and encouraged them to continue their volunteerism. Mayor Serviss thanked Ms. Serviss for coordinating this recognition and presented her with an arrangement of flowers as a token of appreciation for her hard work and dedication.

Council broke for a short recess at 6:56 p.m.

Council reconvened at 7:06 p.m.

2. Petawawa OPP Detachment Board 2024 Year End Report – Councillor James Carmody, Chair, Petawawa OPP Detachment Board

Councillor James Carmody, Chair of the Petawawa OPP Detachment Board, recognized current Board members Sharon Dainty, Provincial Appointee, and Community Appointees, Ryan McFadden and Michelle Chapin and Council member, Deputy Mayor Theresa Sabourin.

Councillor Carmody proceeded to present the recent activities of the Detachment Board for 2024. Chair Carmody touched on items such as the legislated mandate of detachment boards; the Board/UOVOPP joint action plan; Radar Speed Awareness Monitors; the MADD Canada partnership to promote impaired driving countermeasures; and accidental 9-1-1 calls.

Mayor Gary Serviss thanked Councillor Carmody for providing a detailed summary of the activities of the Detachment Board for 2024.

3. Upper Ottawa Valley Ontario Provincial Police 2024 Year in Review – Acting Inspector Steven Bosa, Interim Detachment Commander

Mayor Serviss asked Councillor Carmody to introduce and welcome Acting Inspector Steven Bosa.

Acting Inspector Bosa expressed his appreciation to Council for providing him with the opportunity to present the UOVOPP 2024 year-end report. Acting Inspector Bosa commented on the OPP's people, work and community priorities and commitments. Acting Inspector Bosa reported on the OPP Strategic Plan and the priority areas that focus on our people, our work, and our communities. Acting Inspector Bosa discussed the launch of the Victim Specialist Position in 2024, with the hiring of Jackie Pearson. Acting Inspector Bosa also reported on the responsive and evolving work of the mobile crisis unit, the staffing levels within the Detachment, and the staffing deployment model, which ensures there is enough available time for community engagement activities.

Acting Inspector Bosa highlighted the OPP foot patrol unit that partnered with MESA to jointly patrol areas to help reduce the number of opioid incidents for 2024. Acting Inspector Bosa also highlighted the recent expansion of the UOVOPP Detachment area which now includes the previous Killaloe OPP Detachment area.

Mayor Gary Serviss thanked Acting Inspector Bosa for providing a detailed summary of the activities of the Upper Ottawa Valley Ontario Provincial Police Detachment for 2024.

By-laws

1. By-law 1764/25 – being a by-law to appoint an Acting Clerk for the Town of Petawawa

Resolution #3

Moved by James Carmody

Seconded by Theresa Sabourin

That By-law 1764/25, being a by-law to appoint an Acting Clerk for the Town of Petawawa, be read a first and second time.

Carried

Resolution #4

Moved by Karen Donovan

Seconded by Lisa Coutu

That By-law 1764/25, be read a third and final time and passed.

Carried

2. By-law 1765/25 – being a by-law to appoint a Chief Administrative Officer and Deputy Clerk for the Town of Petawawa

Resolution #5

Moved by Murray Rutz

Seconded by James Carmody

That By-law 1765/25, being a by-law to appoint a Chief Administrative Officer and Deputy Clerk for the Town of Petawawa, be read a first and second time.

Carried

Resolution #6

Moved by Theresa Sabourin

Seconded by Lisa Coutu

That By-law 1765/25, be read a third and final time and passed.

Carried

Correspondence

1. Letter from Do All Construction – Nieman Pit and Quarry Licence Tonnage Increase

Mayor Serviss requested Chris Mantha, Director of Public Works, to provide an overview of the correspondence the Town received from Sherwood Nieman for the tonnage increase to the Nieman Pit and Quarry licence.

Council provided direction to staff to bring back a report at an upcoming meeting to further review the request to increase tonnage at this pit and quarry.

Minutes

1. Council-In-Committee Meeting (June 9, 2025)

Resolution #7

Moved by Lisa Coutu

Seconded by James Carmody

That the minutes of the Council-In-Committee meeting held on June 9, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Seniors Advisory Committee Meetings (December 4, 2024, January 8, 2025, February 5, 2025, April 2, 2025, and May 7, 2025)

Deputy Mayor Theresa Sabourin provided an overview of the recent activities of the Seniors Advisory Committee.

Resolution #8

Moved by Theresa Sabourin

Seconded by Murray Rutz

That the minutes of the Seniors Advisory Committee meetings held on December 4, 2024, January 8, 2025, February 5, 2025, April 2, 2025, and May 7, 2025, be adopted as information.

Carried

3. Petawawa Business Advisory Network Meeting (May 6, 2025)

Councillor Murray Rutz provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #9

Moved by Murray Rutz

Seconded by Adam Driscoll

That the minutes of the Petawawa Business Advisory Network meeting held on May 6, 2025, be adopted as information.

Carried

Staff Reports

1. PW-18-2025 – Proposed Pedestrian Crossover (PXO) at the intersection of Doran Road (County Road 26) and Herman Street

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

Resolution #10

Moved by Lisa Coutu

Seconded by James Carmody

That Council of the Corporation of the Town of Petawawa requests permission from the County of Renfrew to install a new Pedestrian Crossover (PXO) (Level 2 Type B in accordance with Ontario Traffic Manual Book 15) at the intersection of Doran Road (County Road 26) and Herman Street; and

That Council of the Corporation of the Town of Petawawa shall be responsible for all costs associated with the initial installation of the Pedestrian Crossing, including signage and pavement markings associated with the crossing, as well as the replacement of the Pedestrian Crossing; and

That the County of Renfrew shall be responsible for the costs associated with the annual operation and maintenance of the Pedestrian Crossing and signage; with the Town of Petawawa being responsible for the annual pavement markings associated with the crossing.

Carried

2. PW-19-2025 – Award of Tender PW-12-2025, Pinehurst Estates Sanitary Sewer Replacement

Chris Mantha provided an overview of the report.

Resolution #11

Moved by Murray Rutz

Seconded by Adam Driscoll

That Council approves the award of Tender PW-12-2025, Pinehurst Estates Sanitary Sewer Replacement, to the lowest bidder being McCrea Excavating Ltd. in the amount of \$364,586.50 plus HST; and

That Council approves \$55,000.00 for engineering support for design, tendering, and contract administration; and

That Council approves \$150,000.00 for project contingency allowance, for a total project cost of \$569,586.50 plus HST.

Carried

3. PL-21-2025 – Backyard Chickens

Melanie Scheer, Director of Planning and Development, provided an overview of the report. Ms. Scheer reviewed the highlighted revisions within the draft by-law and sought clarification from Council on the proposed by-law. Council also

provided direction to include an initial application fee of \$50.00 (\$25.00 for the inspection and \$25.00 for the backyard chicken permit) with an annual permit renewal fee of \$25.00.

Resolution #12

Moved by Adam Driscoll

Seconded by Theresa Sabourin

That Council provided comments on the draft by-law in Attachment 1 and directed staff to proceed with a zoning by-law amendment to revise the zoning provisions related to backyard chickens in Zoning By-law 456/07 as amended.

Carried

Councillor Reports

Deputy Mayor Theresa Sabourin reported she attended a Petawawa OPP Detachment Board meeting on May 21, 2025, the grand openings of Flightline, Eva's Café, and The Portal on May 23, 2025, an Equity, Diversity and Inclusion Advisory Committee meeting on May 28, 2025, a Seniors Advisory Committee meeting on June 4, 2025, and she participated in the Rural Healthy Democracy Forum in Mississippi Mills on June 11, 2025. Deputy Mayor Sabourin also reported that she attended the 3rd Annual Petawawa Pride event on June 13, 2025, Civic Centre Days on June 14, 2025, and she reminded residents of the upcoming Emergency Protective Services United event scheduled for September 13, 2025, which will be held this year at Stafford Park in Laurentian Valley.

Councillor James Carmody reported that the new Petawawa Public Library CEO, Matt Corbett has commenced his employment as of June 5, 2025. Councillor Carmody also reported that he participated in the recent Renfrew County Forest tour hosted by the County on June 10, 2025, and he also attended the Petawawa Pride event and Civic Centre Days this past weekend.

Councillor Lisa Coutu reported she has attended several area businesses over the past few weeks speaking with owners about the Equity, Diversity and Inclusion Advisory Committee's Commitment to Inclusion agreement for businesses that would be interested in participating in this initiative. Councillor Coutu also reported that she attended the 3rd Annual Petawawa Pride event on June 13, 2025, and she participated in the Pride Walk which was a new addition to this years event.

Councillor Adam Driscoll reported he attended Civic Centre Days on June 14, 2025, and that he and his family are patiently awaiting the birth of their third child.

Councillor Karen Donovan reported she attended a Seniors Advisory Committee meeting on June 4, 2025, the Rural Healthy Democracy Forum on June 11, 2025, the 3rd Annual Pride event on June 13, 2025, and she attended the Petawawa Container Market on June 15, 2025.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network meeting on June 3, 2025, and he took in several Civic Centre Days activities over the past weekend.

Mayor Gary Serviss thanked Deputy Mayor Sabourin and Councillor Donovan for their participation in the Rural Healthy Democracy Forum, and he also thanked Councillor Carmody for attending the Renfrew County Forest tour on his behalf. Mayor Serviss reported he attended a physician recruitment gathering on June 4, 2025, a rededication ceremony at Garrison Petawawa Museum of the Dakota C-47, a meeting with outgoing Base Commander at Garrison Petawawa on June 10, 2025, and he attended County Council on June 12, 2025. Mayor Serviss also reported that he participated in both Pride events at Garrison Petawawa and the Town of Petawawa on June 13, 2025, and he attended Civic Centre Days on June 14th and 15th.

Closed Meeting

Resolution #13

Moved by Lisa Coutu

Seconded by Adam Driscoll

That the meeting be closed pursuant to Section 239 (2) (b) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees.

Carried

Council went into closed session at 9:16 p.m.

Council reconvened to open session at 9:58 p.m.

Business Arising From Closed Session

A closed meeting was held. Council discussed a personnel matter and provided direction to the Mayor and Human Resources Coordinator/Acting Clerk on the matter involving the municipal employee.

There is nothing further to report at this time.

Confirming By-law

Resolution #14

Moved by Adam Driscoll

Seconded by Murray Rutz

That By-law 1766/25 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #15

Moved by Karen Donovan

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 9:59 p.m.

Signature of the Mayor (*original signed*)

Signature of the Acting Clerk (*original signed*)