



Town of Petawawa
Regular Meeting of Council Minutes
November 3, 2025 at 6:30 p.m.
Silver Threads Seniors Centre

Present:

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

Regrets:

Councillor James Carmody

Also Present:

Colin Howard, Chief Administrative Officer
Dawn Recoskie, Director of Legislative Services/Clerk
Brad Pilon, IT Systems & Cloud Administrator
Melanie Scheer, Director of Planning and Development
Todd Clark
Kathryn Curry, Jp2g Consultants Inc.
Greg Shannon

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 Theresa Sabourin

Seconded by Murray Rutz

That the agenda for the November 3, 2025 regular meeting of Council be adopted as presented.

Carried

Disclosure of Pecuniary Interest

In accordance with Section 5 (1) of the *Municipal Conflict of Interest Act*, R.S.O. 1990, c.M.50., as amended, where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

1. Declaration #2025-05

Deputy Mayor Theresa Sabourin declared a potential indirect pecuniary interest with respect to the Public Meeting for Official Plan Amendment No. 24 – Clark, Steffen Street, Registered Plan 547 Lots 1 & 7, as she resides near the proposed OPA and may be selling her property in the near future.

Approval of Minutes

1. Council Meeting (October 20, 2025)

Resolution #2

Moved by Karen Donovan

Seconded by Lisa Coutu

That the minutes of the regular meeting of Council held October 20, 2025, be approved as printed and circulated.

Carried

At this point, Deputy Mayor Theresa Sabourin left the Council table due to her declared potential indirect pecuniary interest.

Public Meeting

1. Official Plan Amendment No. 24 – Clark, Steffen Street, Registered Plan 547 Lots 1 & 7

The Public Meeting was opened by the Mayor at 6:33 p.m. Melanie Scheer, Director of Planning and Development, advised that Notice of the Public Meeting had been provided as required under the Planning Act. A written submission was received from Enbridge Gas, they did not object to the application but reserve the right to amend or remove development conditions. No written comments from the public have been received to date.

Ms. Scheer explained the purpose of the proposed Official Plan Amendment is to amend the Suburban – Exception Two designation to permit the creation of up to four residential lots by consent (up to two new lots on each existing lot) on partial services. Ms. Scheer also explained two consent (severance) applications have been conditionally approved for the subject lands (B134/24 and B135/24). These applications are associated with a previous proposal and have not been finalized. If the proposed Official Plan Amendment is approved, the proponent will be able to submit four new consent applications to the County of Renfrew for approval.

Mayor Serviss asked to hear comments from the applicant. Ms. Scheer advised a representative from Jp2g Consultants Inc., the agent for the applicant, is present and available to address any comments or questions.

Ms. Scheer then explained the appeal process to those present.

Mayor Serviss asked to hear comments from members of the public. No one from the public came forward to speak for or against the OPA.

Mayor Serviss asked to hear comments from members of Council.

Mayor Serviss declared the Public Meeting closed at 6:38 p.m.

At this point, Deputy Mayor Theresa Sabourin returned to the Council table.

Presentations

There were no presentations.

By-laws

1. By-law 1782/25 – being a by-law to appoint members to the Petawawa Public Library Board

Resolution #3

Moved by Lisa Coutu

Seconded by Adam Driscoll

That By-law 1782/25, being a by-law to appoint members to the Petawawa Public Library Board, be read a first and second time.

Carried

Resolution #4

Moved by Lisa Coutu

Seconded by Karen Donovan

That By-law 1782/25, be read a third and final time and passed.

Carried

Correspondence

There were no items of correspondence.

Minutes

1. Council-In-Committee Meeting (October 27, 2025)

Resolution #5

Moved by Theresa Sabourin

Seconded by Adam Driscoll

That the minutes of the Council-In-Committee meeting held on October 27, 2025, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

Carried

2. Festival Hall Committee (May 13, 2025)

Councillor Murray Rutz provided an overview of the recent activities of the Festival Hall Committee.

Resolution #6

Moved by Murray Rutz

Seconded by Karen Donovan

That the minutes of the Festival Hall Committee meeting held on May 13, 2025 be adopted as information.

Carried

3. Ottawa Valley Waste Management Board (June 19, 2025)

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

Resolution #7

Moved by Murray Rutz

Seconded by Theresa Sabourin

That the minutes of the Ottawa Valley Waste Management Board meeting held on June 19, 2025 be adopted as information.

Carried

Staff Reports

1. PW-32-2025 – Municipal Drinking Water Licence Renewal & Updated Water Financial Plan

Dawn Recoskie, Director of Legislative Services/Clerk, provided an overview of the report.

Resolution #8

Moved by Murray Rutz

Seconded by Adam Driscoll

That the Town of Petawawa Water Financial Plan prepared by Watson & Associates Economists Ltd. dated October 23, 2025 be approved; and

That notice of availability of the Financial Plan be advertised; and

That the Water Financial Plan dated October 23, 2025 be submitted to the Ministry of Municipal Affairs and Housing; and

That the Council Resolution approving the Financial Plan be submitted to the Ministry of the Environment, Conservation, and Parks satisfying the requirements under the Safe Drinking Water Act.

Carried

Councillor Reports

1. Notice of Motion – Glyphosate – Councillor Lisa Coutu

Councillor Lisa Coutu presented her Notice of Motion regarding the spraying of glyphosate for discussion and debate.

Following discussion and debate, Council voted on the following motion:

Resolution #9

Moved by Lisa Coutu

Seconded by Theresa Sabourin

Whereas, the use of aerial spraying of glyphosate for forestry poses unacceptable risks of significant biodiversity loss; microbiome and mineral disruption; harmful health effects on wildlife; loss of use of land for recreational, tourism, and hunting/gathering purposes; water contamination; and concerns about the effects on human health;

And Whereas, municipalities have a limited ability to address the issue of the aerial spraying of glyphosate, particularly on Crown land, and requires provincial leadership and regulation;

And Whereas, the Province of Ontario has a responsibility to protect the environment and public health, and must take action to reduce the harm caused by aerial spraying of glyphosate;

Now Therefore Be It Resolved That:

1. The Council of the Corporation of the Town of Petawawa urges the Federal and Provincial Governments to take immediate action to end the aerial spraying of glyphosate.
2. The Council of the Corporation of the Town of Petawawa commits to working with the Province of Ontario and other municipalities to advocate for stronger provincial leadership on aerial spraying of glyphosate.

And Further Be It Resolved, that a copy of this resolution be forwarded to the following: The Honourable Julie Dabrusin, Minister of Environment and Climate Change; The Honourable Tim Hodgson, Minister of Energy and Natural Resources; The Honourable Marjorie Michel, Minister of Health; The Honourable Todd McCarthy, Minister of Environment, Conservation and Parks; The Honourable Mike Harris, Minister of Natural Resources; The Honourable Sylvia Jones, Minister of Health; Cheryl Gallant, MP Algonquin-Renfrew-Pembroke; Billy Denault, MPP Renfrew-Nipissing-Pembroke; the Federation of Canadian Municipalities; the Association of Municipalities of Ontario; the County of Renfrew and all of its lower-tier municipalities; and the City of Pembroke for their consideration and support.

Carried

Deputy Mayor Theresa Sabourin reported she attended the Legendary Lightfoot musical tribute at Festival Hall on October 4th. Deputy Mayor Sabourin also attended a Committee of Adjustment meeting on October 6th, a Petawawa OPP Detachment Board meeting on October 14th, the launch of the Petawawa Ramble on October 16th, a meeting of the Equity, Diversity and Inclusion Advisory Committee on October 22nd, and a Petawawa Public Library Board meeting on October 27th.

Councillor Lisa Coutu reported she attended a meeting of the Petawawa Public Library Board on October 27th.

Councillor Adam Driscoll reported he participated in the Treat Accessibly event on October 31st and also attended the Veteran Business Vendors Expo event on November 1st.

Councillor Karen Donovan reported she attended a meeting of the Petawawa Accessibility Advisory Committee on October 23rd and also attended the Fleetwood Mac Mania musical tribute at Festival Hall on October 25th. Councillor Donoval reported approximately 140 children attended the Treat Accessibly event at Town Hall on Halloween.

Councillor Murray Rutz reported he has been participating in 2026 budget planning for the Festival Hall Committee, the Ottawa Valley Waste Management Board, and the Pembroke and Area Airport Commission.

Mayor Gary Serviss reported he attended a meeting of County Council on October 22nd, the Fall Business and Leadership Conference at Algonquin College on October 23rd, the Petawawa Pantry Food Bank volunteer appreciation event on October 25th, as well as a Diwali celebration on October 25th. Mayor Serviss also attended a meeting with potential developers on October 27th, the Petawawa Civic Centre Fundraising Committee's AGM on October 28th, a Highway 417 expansion meeting on October 29th, and the Veteran Business Vendors Expo event on November 1st.

Closed Meeting

There was no closed meeting.

Confirming By-law

Resolution #10

Moved by Adam Driscoll

Seconded by Lisa Coutu

That By-law 1783/25 be read a first, second and third time and passed.

Carried

Adjournment

Resolution #11

Moved by Murray Rutz

Seconded by Adam Driscoll

That the meeting adjourn to the call of the Mayor.

Carried

The meeting adjourned at 7:14 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)