



## **STAFF REPORT**

**Prepared by:** Dawn Recoskie, Public Works and Fire Services Coordinator **Report No.:** PW-15-2025

**Agenda date:** May 12, 2025

**Subject:** Draft By-law to Amend Off-Road Vehicle By-law 1597/23

### **Recommendation:**

That Council approves the draft by-law to amend Off-Road Vehicle By-law 1597/23 as presented; and

That the by-law be brought forward to the next meeting of Council for adoption.

### **Background:**

At the April 28, 2025 Council-In-Committee meeting, Council provided direction to staff as follows:

***Moved by James Carmody***

***Seconded by Adam Driscoll***

*That Council provides direction to staff to amend By-law 1597/23 as follows:*

*That ORV access be permitted on the nine (9) urban roads with raised curbs: Albert Street, Canadian Forces Drive, Civic Centre Road, Island View Drive, Murphy Road [from Petawawa Boulevard to Doran Road], Portage Road [from Petawawa Boulevard to Dustin Drive], Town Centre Boulevard, Volunteer Way, and Wolfe Avenue [from Victoria Street, around curve, to snowplow turn-around]; and*

*That ORV access be restricted on the following roads: Garwin Street [portion south-west of Petawawa Boulevard], Leeder Lane, Len Hopkins Drive, Paquette Road, Petawawa Boulevard [from 2991 Petawawa Boulevard north-west to Paquette Road], Sharon Street [portion south-west of Petawawa Boulevard], and Water Tower Road; and*

*That ORV access be permitted on the full list of urban roads east of Highway 17 as indicated in Report PW-10-2025; and*

*That Appendix “A” and Appendix “B” be amended as outlined in Report PW-10-2025.*

***Carried***

**Discussion:**

County of Renfrew

Correspondence has been provided to the County of Renfrew requesting permission to allow ORV access to cross Petawawa Boulevard (CR-51) at the following designated intersections:

- Norman Street/Petawawa Boulevard (CR-51)/Fred Street (in anticipation of the construction of the new entrance to Norman Street); and
- Victoria Street (CR-16)/Petawawa Boulevard (CR-51)/Portage Road.

Permission was also requested to allow ORV access on the following portions of County Roads:

- Doran Road (CR-26), from Petawawa Boulevard (CR-51) to Highway 17;
- Murphy Road (CR-37), from Petawawa Boulevard (CR-51) to Highway 17;
- Laurentian Drive (CR-25), from Victoria Street (CR-16) to Petawawa Boulevard (CR-51);
- Petawawa Boulevard (CR-51), from 2991 Petawawa Boulevard southerly to Golf Course Road); and
- Victoria Street (CR-16), from East Street to Petawawa Boulevard (CR-51).

Staff was notified that the Town’s request will be brought forward at the County’s Operations Committee meeting scheduled for May 28, 2025. If approved, a by-law will be brought forward to County Council on June 11, 2025 for adoption.

By-law Amendments

A draft by-law to amend By-law 1597/23 and By-law 1664/24, being a by-law to regulate and govern the operation of All-Terrain, Multi-Purpose and Recreational Off-Road Vehicles (ORVs) on highways under the jurisdiction of the Corporation of the Town of Petawawa, has been prepared and is attached to this report for Council’s review.

Amendments to the ORV By-law are highlighted below:

- Section 3.15 has been added as follows: “No person shall operate an Off-Road Vehicle on any of the Highways listed in Appendix “D” attached hereto.”
- Section 5.5 has been added as follows: That Appendix “D”, Routes Excluded from Off-Road Vehicle Access, attached hereto, is deemed to form part of this by-law.”

- Appendix “A”, Town of Petawawa Designated Routes, has been amended as follows:

**As per Section 3.8, below is a description and a map of the designated routes that Off-Road Vehicles are permitted to travel on within the Corporation of the Town of Petawawa:**

- Black Bay Road, from Petawawa Boulevard westerly to Highway 17;
- Black Bay Road, from Highway 17 easterly to Petawawa Boulevard; and
- All Town of Petawawa municipal roads west of Highway 17.

**ORVs may travel on the following portions of Town of Petawawa municipal roads to access core services:**

- Civic Centre Road, from Petawawa Boulevard to Laurentian Drive;
- Canadian Forces Drive, from Petawawa Boulevard to Town Centre Boulevard; and
- Town Centre Boulevard, from Petawawa Boulevard to Butler Boulevard.

- Appendix “B”, County of Renfrew Designated Routes, has been amended as follows:

**As per Section 3.9, below is a description and a map of the designated routes that Off-Road Vehicles are permitted to travel on County of Renfrew Highways located within the Corporation of the Town of Petawawa, subject to the County of Renfrew adopting a corresponding by-law:**

- **ORVs may cross Petawawa Boulevard (CR-51) to access core services at the following seven designated intersections:**
  1. Doran Road (CR-26)/Petawawa Boulevard (CR-51)/Mohns Avenue;
  2. Murphy Road (CR-37)/Petawawa Boulevard (CR-51)/Civic Centre Road;
  3. Canadian Forces Drive/Petawawa Boulevard (CR-51);
  4. Town Centre Boulevard/Petawawa Boulevard (CR-51)/Limestone Trail;
  5. Black Bay Road/Petawawa Boulevard (CR-51)/Gutzman Road;
  6. Norman Street/Petawawa Boulevard (CR-51)/Fred Street; and
  7. Victoria Street (CR-16)/Petawawa Boulevard (CR-51)/Portage Road.
- **ORVs may travel on the following portions of County Roads to access core services:**
  1. Petawawa Boulevard (CR-51) from Limestone Trail north-west to 2991 Petawawa Boulevard; and

2. Petawawa Boulevard (CR-51) from 2991 Petawawa Boulevard south-east to Limestone Trail.
- **ORVs may travel on the following portions of County roads to access municipal roads west of Highway 17:**
    1. Murphy Road (CR-37) from Doran Road (CR-26) to Highway 17; and
    2. Doran Road (CR-26) from Murphy Road (CR-37) to Highway 17.
  - Appendix “C”, Algonquin Trail Off-Road Vehicle Access Route, has been amended to combine the list of rural roads from Phase 2 with the list of urban roads from Phase 3 (see attached Appendix “C” for the detailed list of roads).
  - Appendix “D”, Routes Excluded from Off-Road Vehicle Access, has been added as follows:

**As per Section 3.15, no person shall operate an Off-Road Vehicle on any of the Highways listed below:**

- Garwin Street (portion south-west of Petawawa Boulevard)
- Leeder Lane
- Len Hopkins Drive
- Paquette Road
- Petawawa Boulevard (from 2991 Petawawa Boulevard north-west to Paquette Road)
- Sharon Street (portion south-west of Petawawa Boulevard)
- Water Tower Road

ORV access will not be permitted on the County of Renfrew roads that are listed in Appendix “B” and Appendix “C” until the County adopts a corresponding by-law permitting ORV access. The earliest that access may be permitted on the County of Renfrew roads is June 12, 2025.

Staff is recommending that Council adopt its amending by-law at the May 20, 2025 Council meeting, so as not to inconvenience residents, who do not need to travel on a County Road, from accessing the Algonquin Trail, with a disclaimer that ORVs are not permitted on the portion of County Roads that have not yet received permission. The Algonquin Trail opened on May 1, 2025 for ORVs.

The draft by-law is appended to this report as Attachment #1. For ease of reading, staff has also appended a consolidated version of By-law 1597/23 showing the proposed changes in red as Attachment #2.

The existing Set Fine Schedule will need to be amended to include a “Provision Creating or Defining Offence” for Section 3.15 following the adoption of the amending by-law. The proposed set fine is \$250.00; the same as Section 3.8 (operate ORV

outside designated route). This amendment will then need to be approved by the Ontario Court of Justice East Region.

**Financial Implication:**

Staff will relocate existing signage prior to ordering any new signage. For example, the “no ORV” signage on Industrial Avenue can be relocated to Water Tower Road etc.

There are sufficient funds within the approved 2025 budget for Public Works to cover the purchase of any required signage.

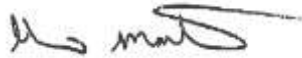
**Signature:**



**Date: May 5, 2025**

Dawn Recoskie, Public Works and Fire Services Coordinator

**Reviewed by:**



**Date: May 7, 2025**

Chris Mantha, Director of Public Works

**Approved by:**



**Date: May 7, 2025**

Scott Randolph, Chief Administrative Officer

Attachment #1: Draft by-law to amend By-law 1597/23 and By-law 1664/24

Attachment #2: Consolidated Version of By-law 1597/23, as amended by By-law 1664/24 and By-law 17XX/25