



Town of Petawawa
Council-In-Committee Meeting Minutes
July 15, 2024 at 6:30 p.m.

Present:

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

Regrets:

Councillor Karen Donovan

Also Present:

Scott Randolph, CAO
Colin Howard, Director of Legislative Services/Clerk
Melanie Sheer, Director of Planning and Development
Colin Coyle, Manager of Recreation and Tourism
Craig Proulx, Acting Fire Chief
Christine Mitchell, Manager of Economic Development
Chris Mantha, Director of Public Works
Noah Boyes, Senior Planner
Jeff Faught, Senior Planner
Henry Coutu
Colton Kyle

The Council-In-Committee meeting was opened by the 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

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 #2024-01

Councillor Adam Driscoll declared a potential deemed indirect pecuniary interest with respect to the Closed Session proposed Industrial Park land disposition, as he is part of the ownership group of Petawawa Storage.

Presentations

There were no presentations.

Planning and Development

Melanie Scheer, Director of Planning and Development, took a moment before presenting the department report to introduce and welcome the Town's two new Senior Planners, Noah Boyes and Jeff Faught.

1. Monthly Report – July 2024

Melanie Scheer provided an overview of the monthly report. Ms. Scheer highlighted the active subdivisions, Zoning By-law amendments, site plan reviews, and the Official Plan update.

Moved by Murray Rutz

Seconded by James Carmody

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

Carried

2. Building Activity Monthly Report – June 2024

Melanie Scheer provided an overview of the monthly report.

Moved by Adam Driscoll

Seconded by Theresa Sabourin

That the Building activity report for June be accepted as information.

Carried

3. PL-20-2024 – Proposed Plan of Subdivision, Part of Lot 11, Range C, 16 Black Bay Road, Black Bay Subdivision, James W. Lapointe Motor Holdings Inc.

Melanie Scheer provided an overview of the report.

Moved by Murray Rutz

Seconded by Adam Driscoll

That Council supports the reduced lot frontages proposed for Black Bay Subdivision to increase the proposed number of lots from 56 to 69 lots.

Carried

Community Services

1. Monthly Report – June 2024

Colin Coyle, Manager of Recreation and Tourism, provided an overview of the various services, programs and rental activities realized over the month of June. Mr. Coyle reported on the recent hiring of new staff members Elly Dumouchel, Tourism Coordinator, and Joanne Schimmens, Seniors Recreation Programmer. Mr. Coyle commented on the huge success of this year's Civic Centre Days celebrations.

Moved by Adam Driscoll

Seconded by Lisa Coutu

That the Community Services monthly report for June be accepted as information.

Carried

2. CS-05-2024 – Petawawa Seniors Advisory Committee

Colin Coyle provided an overview of the report.

Council discussed the draft Terms of Reference for the proposed new Seniors Advisory Committee and suggested revisions to the wording of the committee membership to state up to two members of Council in case there's a need for more than one member in the future.

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council approves the implementation of a Petawawa Seniors Advisory Committee and the attached draft Terms of Reference and Application, as part of the transfer of the Seniors Active Living Centre (Silver Threads) to the Town.

Carried

Fire Department

1. Monthly Report – June 2024

Craig Proulx, Acting Fire Chief, provided an overview of the monthly report, referencing incident responses, fire prevention activities, residential smoke alarm and open-air permits, and platoon training focusing on a simulated fire attack, as well as specialty training for the mandatory certification program and swift water rescue. Acting Fire Chief Proulx provided an update on recent vehicle and equipment maintenance that occurred during the month of June.

Moved by Adam Driscoll

Seconded by James Carmody

That the Fire Department monthly report for June be accepted as information.

Carried

2. FD-03-2024 – Request to Enter into Aerial Apparatus Agreement with the City of Pembroke

Craig Proulx provided an overview of the report.

Moved by Theresa Sabourin

Seconded by Murray Rutz

That Council approves entering into an Aerial Apparatus Agreement with the City of Pembroke, and that a by-law be brought forward to the next meeting of Council to enter into said agreement.

Carried

Public Works

1. Monthly Report – June 2024

Chris Mantha, Director of Public Works, provided an overview of the report. Mr. Mantha reported on the status of the Public Works Office expansion, the Comfort Station, and the Wolfe Avenue, Portage Road and Murphy Road construction projects.

Moved by Adam Driscoll

Seconded by Lisa Coutu

That the Public Works monthly report for June be accepted as information.

Carried

2. PW-21-2024 – Award of Tender PW-10-2024, One (1) Fully Electric Crossover Vehicle

Chris Mantha provided an overview of the report.

Moved by Murray Rutz

Seconded by Lisa Coutu

That Council approves the award of Tender PW-10-2024, one (1) fully electric crossover vehicle, to Urban Ford in the amount of \$59,938.00 plus HST;

And since the Town of Petawawa is eligible for the Federal Incentives for Zero-Emission Vehicles (iZEV) Program, Urban Ford will deduct this amount from the total tender amount of \$67,729.94 inclusive of HST.

Carried

Economic Development

1. **Monthly Report – June 2024**

Christine Mitchell, Manager of Economic Development provided an overview of the monthly report. Ms. Mitchell highlighted recent business development activities, partner engagements, programs, projects, and events realized over the month of June. Ms. Mitchell reported on the successful grand openings of Law and Orders Petawawa and Airbourne Petawawa.

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the Economic Development monthly report for June be accepted as information.

Carried

Legislative Services

1. **Monthly Report – June 2024**

Colin Howard, Director of Legislative Services, provided an overview of the monthly report.

Moved by James Carmody

Seconded by Lisa Coutu

That Council receives the Legislative Services monthly report for June as information.

Carried

General Matters

1. **Request for Resolution of Support – Calling for Investment in Municipal Infrastructure for Eastern Ontario’s Small and Rural Communities**

Mayor Serviss provided an overview of the request from Warden Peter Emon and the Eastern Ontario Wardens’ Caucus, the Association of Municipalities of Ontario, and the Federation of Canadian Municipalities in calling on the Federal and Ontario Governments to immediately and sustainably partner with Municipal Governments by investing in both the new and ongoing maintenance and repairs of municipal infrastructure in Eastern Ontario’s small and rural municipalities by supporting and endorsing the draft resolution.

Moved by Murray Rutz

Seconded by Adam Driscoll

That Council supports the draft resolution as presented and directs staff to forward the completed Town of Petawawa resolution to the applicable parties.

Carried

Closed Meeting

Moved by Lisa Coutu

Seconded by Theresa Sabourin

That the meeting be closed pursuant to Section 239 (2) (c) of the *Municipal Act, 2001, S.O. 2001, c.25*, to discuss a proposed or pending acquisition or disposition of land by the municipality or local board.

Carried

Council went into closed session at 8:02 p.m.

Council reconvened to open session at 8:20 p.m.

Business Arising From Closed Session

A closed meeting was held. Council discussed the sale of available buffered land in the Industrial Park.

Council voted on the following resolution in open session:

Moved by Murray Rutz

Seconded by Theresa Sabourin

That Council considers the sale of available buffered land in the Industrial Park to the proponents of Petawawa Storage at an offered price of \$10,000.00 per acre, to be determined by survey.

Carried

Adjournment

Moved by James Carmody

Seconded by Adam Driscoll

That the meeting be adjourned.

Carried

The meeting adjourned at 8:22 p.m.



Signature of the Clerk