



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**August 12, 2024 at 6:52 p.m.**

**Present:**

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

**Also Present:**

Scott Randolph, CAO  
Colin Howard, Director of Legislative Services/Clerk  
Melanie Scheer, Director of Planning and Development  
Jeff Faight, Senior Planner  
Noah Boyes, Senior Planner  
Lynn Davenport

**Call to Order**

The Mayor called the meeting to order at 6:52 p.m.

**Land Acknowledgement**

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

**Moment of Silent Reflection**

Mayor 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 August 12, 2024 regular meeting of Council be adopted.

**Carried**

## **Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

## **Approval of Minutes**

1. **Council Meeting (July 22, 2024)**

### **Resolution #2**

**Moved by Adam Driscoll**

**Seconded by Lisa Coutu**

That the minutes of the regular meeting of Council held July 22, 2024 be approved as printed and circulated.

**Carried**

## **By-laws**

1. **By-law 1680/24 – being a by-law to authorize the Execution of a Community Transportation Service Sustainability Plan Agreement with Carefor Health and Community Services**

### **Resolution #3**

**Moved by Theresa Sabourin**

**Seconded by Murray Rutz**

That By-law 1680/24, being a by-law to authorize the Execution of a Community Transportation Service Sustainability Plan Agreement with Carefor Health and Community Services, be read a first and second time.

**Carried**

### **Resolution #4**

**Moved by James Carmody**

**Seconded by Adam Driscoll**

That By-law 1680/24 be read a third and final time and passed.

**Carried**

2. By-law 1681/24 – being a by-law to repeal By-law 1548/22, being a by-law to require an applicant to consult with the municipality prior to making an application under the Planning Act

Resolution #5

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That By-law 1681/24, being a by-law to repeal By-law 1548/22, being a by-law to require an applicant to consult with the municipality prior to making an application under the Planning Act, be read a first and second time.

**Carried**

Resolution #6

**Moved by Theresa Sabourin**

**Seconded by James Carmody**

That By-law 1681/24 be read a third and final time and passed.

**Carried**

3. By-law 1682/24 – being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended

Resolution #7

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That By-law 1682/24, being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended, be read a first and second time.

**Carried**

Resolution #8

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That By-law 1682/24 be read a third and final time and passed.

**Carried**

4. By-law 1683/24 – being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended

Resolution #9

**Moved by Murray Rutz**

**Seconded by Adam Driscoll**

That By-law 1683/24, being a by-law to amend By-law 456/07 of the Corporation of the Town of Petawawa, as amended, be read a first and second time.

**Carried**

Resolution #10

**Moved by Adam Driscoll**

**Seconded by Karen Donovan**

That By-law 1683/24 be read a third and final time and passed.

**Carried**

**Correspondence**

There was no correspondence.

**Minutes**

1. Festival Hall Committee Meeting (May 31, 2024)

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

Resolution #11

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That the minutes of the Festival Hall Committee meeting held on May 31, 2024, be adopted as information.

**Carried**

2. Petawawa Business Advisory Network Meeting (July 2, 2024)

Councillor Adam Driscoll provided an overview of the recent activities of the Petawawa Business Advisory Network.

Resolution #12

**Moved by Adam Driscoll**

**Seconded by Theresa Sabourin**

That the minutes of the Petawawa Business Advisory Network meeting held on July 2, 2024, be adopted as information.

**Carried**

**Staff Reports**

1. PL-24-2024 – Official Plan Update – Approved by County of Renfrew

Melanie Scheer, Director of Planning and Development provided an overview of the report.

This report has been provided for information purposes only.

## **Councillor Reports**

Deputy Mayor Theresa Sabourin reported she participated in the Canada Day celebrations, and she thanked the Parks and Recreation staff for coordinating the festivities. Deputy Mayor Sabourin also reported she attended a Petawawa Public Library Strategic Plan meeting on July 22, 2024, Dairy Queen's 10<sup>th</sup> Anniversary Miracle Treat Day on August 8, 2024, and she commented on the upcoming Emergency Protective Services United Event that is scheduled to be hosted in Petawawa at the Civic Centre on September 7, 2024.

Councillor James Carmody reported he attended several Strategic Planning meetings for the Petawawa Public Library Board over the past month, and a meeting with the Board to discuss the upcoming painting of the library.

Councillor Lisa Coutu reported she also attended the same Petawawa Public Library meetings as Councillor Carmody. Councillor Coutu also reported she took part in the Water and Dirt Festival, and she commented on the success of the Doggie Paddle event.

Councillor Adam Driscoll reported he took part in the Grand Opening of the Food Basics Petawawa on July 25, 2024, and he attended an Algonquins of Greater Golden Lake First Nation meeting on July 28, 2024, and a Petawawa Business Advisory Network meeting on August 6, 2024.

Councillor Karen Donovan reported she also took part in the Grand Opening of Food Basics on July 25, 2024, and she attended the tender opening for the Town's Municipal Website Redesign Request for Proposal on July 30, 2024.

Councillor Murray Rutz reported he attended the Grand Opening of Petawawa's Food Basics on July 25, 2024.

Mayor Gary Serviss reported he also attended and took part in the Grand Opening Ceremony for Food Basics Petawawa on July 25, 2024, and he participated in a groundbreaking ceremony on August 2, 2024 for the new Deep River and District Hospital Four Season Lodge Long Term Care Home.

## **Closed Meeting**

There was no closed meeting.

## **Confirming By-law**

Resolution #13

**Moved by Adam Driscoll**

**Seconded by Murray Rutz**

That By-law 1684/24 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #14

**Moved by Karen Donovan**

**Seconded by Adam Driscoll**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 7:23 p.m.

Signature of the Mayor (Original Signed)

Signature of the Clerk (Original Signed)