



**Town of Petawawa**  
**Regular Meeting of Council Minutes**  
**January 22, 2024 at 6:30 p.m.**

**Present:**

Deputy Mayor Theresa Sabourin  
Councillor Lisa Coutu  
Councillor Karen Donovan  
Councillor Murray Rutz

**Regrets:**

Mayor Gary Serviss  
Councillor James Carmody  
Councillor Adam Driscoll

**Also Present:**

Colin Howard, Director of Legislative Services/Clerk  
Karen Cronier, Director of Planning and Development  
Colton Kyle  
William Coutu  
Henry Coutu  
Anthony Hommik, Planner, Jp2g Consultants Inc.  
Emma Butler, myFM

**Call to Order**

The Deputy Mayor called the meeting to order at 6:30 p.m.

**Land Acknowledgement**

The land acknowledgement was read.

**Moment of Silent Reflection**

Deputy Mayor Sabourin 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 January 22, 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 (January 8, 2024)

Resolution #2

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That the minutes of the regular meeting of Council held January 8, 2024 be approved as printed and circulated.

**Carried**

### **Public Meeting**

1. Zoning By-law Amendment (from “Residential (R1)” to “Residential One – Exception Fifty-Six (R1-E56)”), Lot 13 and 14, Victoria Street

The Public Meeting was opened by the Deputy Mayor at 6:32 p.m. Karen Cronier, Director of Planning and Development, advised that the Notice of the Public Meeting had been provided as required under the *Planning Act*. One written submission was received regarding the application from residents at 1355 Victoria Street.

Ms. Cronier explained the purpose and effect of the amendment is to rezone the property municipally known as 1371 Victoria Street from Residential (R1) to Residential One – Exception Fifty-Six (R1-E56) to permit a bed and breakfast establishment to operate within the existing single dwelling on the subject lands.

Deputy Mayor Sabourin asked to hear comments from the applicant. Anthony Hommik, the applicant’s Planner from Jp2g Consultants Inc. spoke on the application.

Deputy Mayor Sabourin asked to hear comments from members of the public. Colton Kyle, a resident of Victoria Street came forward to enquiry whether there will be owner occupancy requirements for this Bed & Breakfast. Ms. Cronier explained the provisions of the zoning By-law apply which includes owner occupancy of the primary use of the building as a single-detached dwelling.

Deputy Mayor Sabourin asked to hear comments from members of Council.

There was consensus amongst the members of Council to table the approval of

the zoning by-law amendment until a further report is brought forward to address the comments made during the public meeting.

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

Deputy Mayor Sabourin declared the Public Meeting closed at 6:46 p.m.

## **Presentations**

There were no presentations.

## **By-laws**

1. By-1630/24 – being a by-law to establish an Asset Retirement Obligations Policy for the Town of Petawawa

Resolution #3

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That By-law 1630/24, being a by-law to establish an Asset Retirement Obligations Policy for the Town of Petawawa, be read a first and second time.

**Carried**

Resolution #4

**Moved by Lisa Coutu**

**Seconded by Murray Rutz**

That By-law 1630/24 be read a third and final time and passed.

**Carried**

## **Correspondence**

1. Letter from the Association of Ontario Road Supervisors – Request for a Motion to Support a Municipal Equipment Operator Course

Colin Howard, Director of Legislative Services, provided an overview of the letter received from the Association of Ontario Road Supervisors to request a motion of support for a new Municipal Equipment Operator Course.

Resolution #5

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

**Whereas**, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

**And Whereas**, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents

would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

**And Whereas**, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

**And Whereas**, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

**Therefore It Be Resolved**, that the Corporation of the Town of Petawawa supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

**And That**, the Corporation of the Town of Petawawa calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

**And That**, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccinni, the Corporation of the Town of Petawawa's Member of Provincial Parliament John Yakabuski and the Association of Ontario Road Supervisors.

**Carried**

## **Minutes**

### 1. Council-In-Committee Meeting (January 15, 2024)

#### Resolution #6

**Moved by Karen Donovan**

**Seconded by Lisa Coutu**

That the minutes of the Council-In-Committee meeting held on January 15, 2024, be accepted by Council, and that resolutions from that Committee become resolutions of Council.

**Carried**

### 2. Petawawa Public Library Board Meeting (November 27, 2023)

Councillor Lisa Coutu provided an overview of the recent activities of the Petawawa Public Library Board.

#### Resolution #7

**Moved by Lisa Coutu**

**Seconded by Karen Donovan**

That the minutes of the Petawawa Public Library Board meeting held on November 27, 2023, be adopted as information.

**Carried**

3. Petawawa Business Advisory Network Meeting (December 5, 2023)

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

Resolution #8

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That the minutes of the Petawawa Business Advisory Network meeting held on December 5, 2023, be adopted as information.

**Carried**

**Staff Reports**

There were no staff reports.

**Councillor Reports**

Councillor Lisa Coutu reported she attended a Petawawa Public Library Board meeting on January 22, 2024.

Councillor Karen Donovan – nothing to report.

Councillor Murray Rutz reported he attended a Petawawa Business Advisory Network meeting on January 16, 2024, and a Festival Hall Committee meeting on January 19, 2024, where he was once again elected chair of the Committee.

Deputy Mayor Theresa Sabourin reported she attended Festival Hall on January 9, 2024, and took in an excellent show by the Hotel California band.

**Closed Meeting**

There was no closed meeting.

**Confirming By-law**

Resolution #9

**Moved by Murray Rutz**

**Seconded by Lisa Coutu**

That By-law 1631/24 be read a first, second and third time and passed.

**Carried**

**Adjournment**

Resolution #10

**Moved by Murray Rutz**

**Seconded by Karen Donovan**

That the meeting adjourn to the call of the Mayor.

**Carried**

The meeting adjourned at 6:59 p.m.

Signature of the Deputy Mayor (Original Signed)

Signature of the Clerk (Original Signed)