



Agenda

Striking Committee

Chair: Mayor Gervais
Tuesday, July 15, 2025
Council Chambers

Following the Combined Committee Meeting

(This meeting is live streamed on the [City's YouTube page](#) or it can be viewed on YourTV Community Channel 12)

1. **Call to Order**
2. **Disclosure of Pecuniary Interest & General Nature Thereof**
3. **Approval/Amendment of Meeting Agenda**
4. **Approval of Minutes**
 - a. Striking Committee – June 3, 2025
5. **Business Arising from Minutes**
6. **Closed Session**
7. **Business Arising from Closed Session**
 - Pecuniary Interests Declared
 - Statement Resulting from Closed Session
8. **New Business**
 - a. Waterfront Development Committee – Terms of Reference – Committee Representatives
 - b. Member Appointment – County of Renfrew Joint City/County Liaison Committee; and, Member Resignation from the Pembroke Waterfront Planning Advisory Committee – Clerk Charbonneau
 - report to be provided at meeting
9. **Adjournment**

Draft Striking Committee Meeting

Council Chambers
Pembroke, Ontario
June 3, 2025
7:54 p.m.

1. Call to Order

Present:

Mayor Gervais, Chair
Deputy Mayor Abdallah
Councillor Jacyno
Councillor Kuehl
Councillor Lafreniere
Councillor Plummer
Councillor Purcell

Also, Present:

David Unrau, Chief Administrative Officer/Deputy Clerk
Victoria Charbonneau, Municipal Clerk

Mayor Gervais called the meeting to order at 7:54 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no pecuniary interests declared.

3. Approval/Amendment of Meeting Agenda

Resolution: S25-06-01

Moved by Deputy Mayor Abdallah
Seconded by Councillor Plummer

That the agenda of the Striking Committee meeting of June 3, 2025, be approved as circulated.

Carried

4. Approval of Minutes

a. Striking Committee – March 4, 2025

Resolution: S25-06-02

Moved by Councillor Plummer
Seconded by Councillor Jacyno

That the minutes of the Striking Committee meeting of March 4, 2025 be approved as circulated.

Carried

5. Business Arising for Minutes

There was no business arising from the minutes.

6. Closed Session 7:56 p.m.**Resolution: S25-06-03**

Moved by Councillor Lafreniere

Seconded by Councillor Purcell

That this meeting become a closed meeting to discuss personal matters about identifiable individuals, including municipal or local board regarding member appointment to the Pembroke Anniversary Committee Section 239(2)(b) of the Municipal Act, 2001, as amended;

Carried

7. Business Arising from Closed Session 7:56 p.m.

The Chair indicated that a Striking Committee in Caucus was held to discuss personal matters about identifiable individuals to be appointed to the Pembroke Anniversary Committee.

The Chair indicated that there were no pecuniary interests declared and that a report concerning the individuals recommended for the appointment to the Pembroke Anniversary Committee be discussed as the next item in the open portion of Striking Committee meeting.

8. New Business

a. Member Appointment – Open Session: Pembroke Anniversary Committee

Clerk Charbonneau presented the report.

Resolution: S25-06-04

Moved by Councillor Purcell

Seconded by Councillor Lafreniere

That the City of Pembroke Striking Committee endorse and recommend to Council appointment of the following community members to the Anniversary Committee: Kali Carrol, Lindsay Hammel-McCann, Ross Hugli, Nancy Joyes, Marianne Pritchard-Taylor, Mital Vyas; and

That Councillor Kuehl, and Councillor Purcell be appointed as Council representatives to the Anniversary Committee; and

Furthermore, that the 200th Anniversary Committee Terms of Reference be approved in principle, as presented.

Carried

9. Adjournment**Resolution: S25-06-05**

Moved by Councillor Kuehl

Seconded by Councillor Plummer

That the Striking Committee meeting of June 3, 2025 adjourn at 8:01 p.m.

Carried



Committee Report

To: City of Pembroke Council Members
Combined Committee

From: Waterfront Development Advisory Committee (the Committee)

Date: 2025-07-15

Subject: Committee Terms of Reference

Recommendation:

That Committee approve a terms of reference to guide the work of the Waterfront Development Advisory Committee

CAO Review :

The only addition council might consider is to put a term on the advisory committee, i.e. to correspond with the term of council or 2026 August (prior to municipal elections).

David Unrau, P.Eng., PMP

Financial Comment:

The Committee members serve at the pleasure of Council for no remuneration. Subject to further requests and support of municipal staff no costs associated with the work of the Committee are anticipated at this time.

Marsha Hawthorne
Purchasing Manager/Deputy Treasurer for:

Angela Lochtie
Treasurer/Deputy Clerk



Background:

Discussions have taken place between members of the Committee regarding expectations of Council as it relates to researching and making recommendations with respect to waterfront development matters.

As the Committee understands the subject lands under consideration for development includes a portion of primarily the City's municipal marina parking lot, as per the attached depiction.

The attached Draft Terms of Reference is being provided to the City's Combined Committee of Council in order that direction can be provided to ensure the Committee is undertaking work expected of the City.

The Committee, including its Council members, has included various elements in the Terms of Reference document which could be addressed but is not advocating any particular item.

The purpose is to move forward focusing the work of the Committee on identified Council priorities.

One additional specific area requiring Council direction is the prospect of leasing or selling municipal lands for development.

Previous Council has generally been of the position that it's only interest was in the leasing option.

While there may be benefits to this approach, it may limit the number of interested developers as financing models are more complicated. Additionally, there may be a limited number of lenders interested in leasehold mortgage financing since preferred collateral is usually in the form of traditional land mortgages.

The standard land sale option may attract additional developers and make a potential project more attractive.

Protective covenants to the satisfaction of Council could be insisted on to protect the municipality's interests, in a land sale scenario.

Subject to Council direction, the Committee is prepared to investigate and make recommendations on either or both options.

Discussion:

Specific Direction Requested:

1. Approval or changes to the Draft Terms of Reference document
2. Interest in receiving information and recommendations on leasing or sale options.
3. Anticipated final reporting timeline for Committee recommendations to Council.



Alternatives Considered:

Strategic Plan Impact:

Aligns with strategic plan mission of supporting a welcoming, vibrant community which offers services and amenities that enhance sustainable and healthy lifestyles.

Attachments:

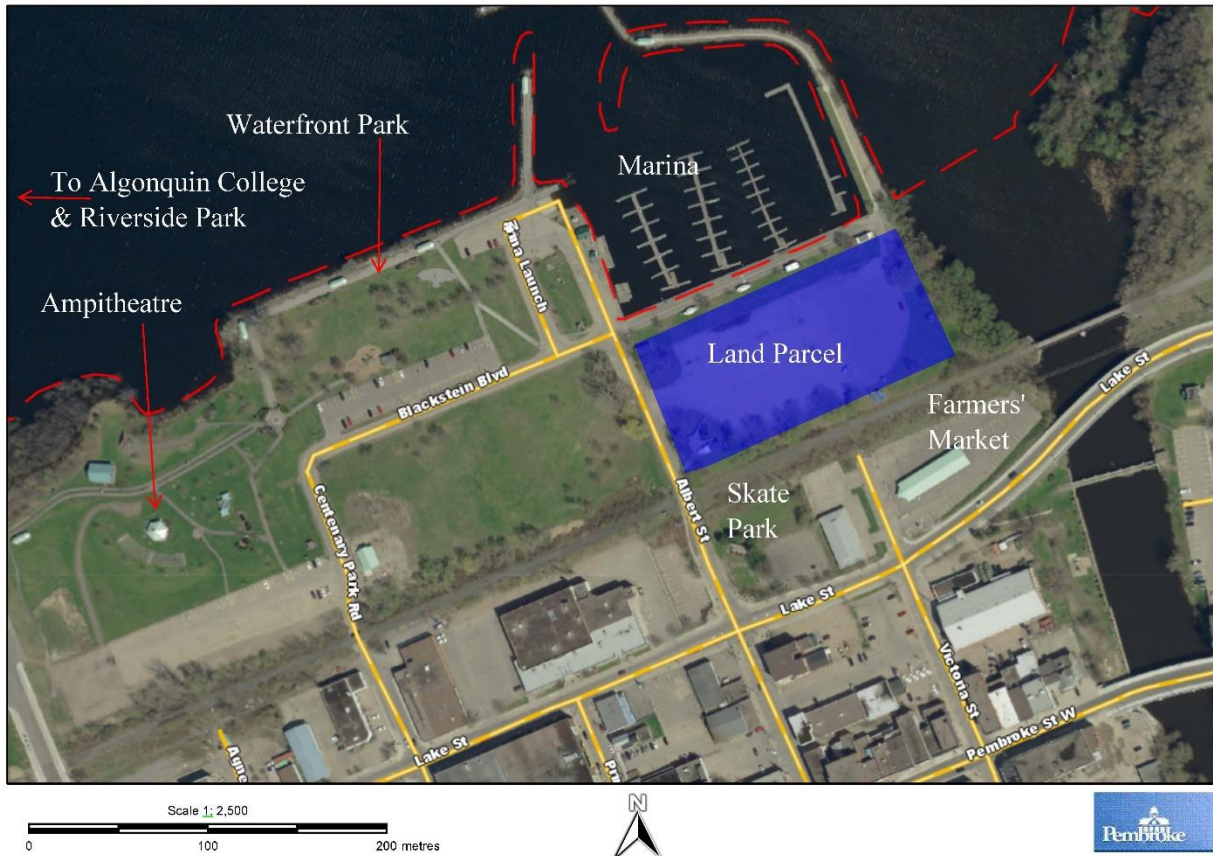
1. Draft Terms of Reference
2. Proposed Development Area Depiction

Respectfully submitted,

Waterfront Development Advisory Committee Members

Choose an item.

Choose an item.



Waterfront Development Advisory Committee

Terms of Reference

Purpose/Mandate

The purpose of the Ad Hoc Waterfront Development Advisory Committee is to recommend on structures and strategies for land development scenarios at the Pembroke Waterfront. The Committee shall make recommendations on, or prepare an Expression of Interest for City owned property at the Waterfront Park. It is the Council's discretion to accept, reject, or amend the Committee's recommendations.

Other objectives of the Committee include the following:

- Review and report on options for Council consideration including lease or sale of municipal property for waterfront development purposes
- Review previous staff reports and provide advice for Council consideration on space to be retained for municipal use including for public parking and that to be available for commercial development
- Provide advice to Council and make suggestions regarding potential developments that would compliment the current waterfront area
- Identify local area and external developers that may have the experience and interest to undertake development of the waterfront area
- Provide for Council consideration a high-level vision for the approved development site and adjacent area
- Prepare for Council consideration an updated Expression of Interest document for the approved development area

Report to

Council of the City of Pembroke

Composition

Voting Members:

- Two (2) representatives from the City of Pembroke Council
 - Mayor of City Council in an ex-officio non-voting capacity
- Five (5) representatives from the public

Meetings

A chairperson, whose responsibility will be to chair the meetings, arrange meetings and record meeting notes, shall be selected by the Committee at their first meeting. A vice-chairperson may also be selected for the same term as the chairperson and may act as chair when the chairperson is absent or unable to fulfill his/her duties.

Meeting dates and times shall be determined by the Committee. Meetings shall occur at a frequency established by the Committee that best address the workload, timelines and objectives of the Committee.

A simple majority of appointed members shall constitute the quorum. Decisions of the Committee shall be made by consensus.

Staff Resources

The City's Investment Attraction Officer, or their designate, will attend Committee meetings to provide support, which may include research and analysis, facilitation and any other support service deemed necessary.

Code of Conduct

All members will be required to sign and abide by the Code of Conduct for City of Pembroke Council and Local Board Members.

Confidentiality

Committee members are expected to maintain confidentiality throughout the term of the Committee. Discussions and votes that take place at Committee meetings shall be in confidence, and final recommendations shall not be publicly discussed until the report is submitted and presented to Council at a Regular Council/Committee meeting.

Remuneration of Committee Members

The members of the Committee shall serve in a volunteer capacity only, with no remuneration.

Attendance Policy

Each member of the Committee shall assume an active role in the Committee's activities. After three consecutive absences, the chairperson, or a staff member of the CAO's Department shall follow up with the absent member to determine the cause of the absences. Members who miss three consecutive meetings without reasonable cause and/or who are not fulfilling their respective responsibilities as determined by the Committee, may be asked to relinquish their membership.

Termination

The committee shall terminate upon acceptance of the Committee's final report by City of Pembroke Council or any earlier or later date as determined by a resolution of Council.

The Committee may undertake additional work in support of waterfront development as requested by Council and agreed to by Committee members.



Committee Report

To: Mayor Ron Gervais
Striking Committee

From: Victoria Charbonneau
Municipal Clerk

Date: 2025-07-15

Re: **Member Appointment – County of Renfrew Joint City/County Liaison Committee and Member Resignation from the Pembroke Waterfront Planning Advisory Committee**

Recommendation:

That the City of Pembroke Striking Committee appoint _____ to County of Renfrew Joint City/County Liaison Committee; and

Furthermore, that the Striking Committee direct staff to advertise for a position on the Pembroke Waterfront Planning Advisory Committee and bring back to Striking Committee for review at a future meeting.

Background:

A resignation has been received from a Council representative who currently serves on the County of Renfrew Joint City/County Liaison Committee leaving one vacancy for a council member to fill. Council members currently serving on the committee are; Mayor Gervais, Councillor Lafreniere and Councillor Jacyno.

Furthermore, a resignation from a community member who serves on the Pembroke Waterfront Planning Advisory Committee has been received leaving one vacancy for a community member to fill.

Discussion:

Due to the resignation from the Council representative on the County of Renfrew Joint City/County Liaison Committee, Council will need to appoint an additional member.

Following the resignation from the community member on the Waterfront Planning Advisory Committee, there is now a vacancy. Staff is seeking committee direction to advertise the committee vacancy, collect applications from interested individuals, and bring back to the Striking Committee for review at a future meeting.



Financial Implications:

Members of the Renfrew Joint City/County Liaison Committee and Waterfront Planning Advisory Committee serve for no remuneration.