

# Operations Committee Meeting

Council Chambers  
Pembroke, Ontario  
May 17, 2022  
6:08 p.m.

## 1. Call to Order

### **Present:**

Deputy Mayor Gervais, Chair  
Mayor LeMay  
Councillor Abdallah  
Councillor Jacyno  
Councillor Plummer  
Councillor Reavie

### **Regrets:**

Councillor Lafreniere

### **Also, Present:**

Heidi Martin, Clerk  
Colleen Sauriol, Director, Planning, Building & By-law Enforcement Department  
Brian Lewis, Director of Operations  
Marielle McLaughlin, Manager of Operations  
Drew Charkavi, Asset Management Coordinator  
Nancy Rapin, Recording Secretary

Deputy Mayor Gervais called the meeting to order at 6:08 p.m.

## 2. Disclosure of Pecuniary Interest and General Nature Thereof

Councillor Plummer declared a pecuniary interest for agenda Item 6c Pembroke Street West Reconstruction Phase 3 – Tender Contract No. 20-0264-3 – Reynolds Ave. to Miramichi Lodge, as his employer is recommended for award of the contract.

## 3. Approval/Amendment of Meeting Agenda

### **Motion:**

Moved by Councillor Reavie

Seconded by Councillor Abdallah

That the agenda of the Operations Committee meeting of May 17, 2022, be approved as circulated.

**Carried**

## 4. Approval of Minutes

a. Operations Committee Meeting – April 19, 2022

### **Motion:**

Moved by Councillor Plummer

Seconded by Councillor Reavie

That the minutes of the April 19, 2022, Operations Committee meeting be approved as circulated.

**Carried**

**5. Business Arising from Minutes**

There was no business arising from the minutes.

**6. New Business**

**a. One Year Extension – Brundage Farm – Burcom Developments Inc.**

Ms. Sauriol presented the report.

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Reavie

That the Operations Committee approve a three-year extension agreement with Burcom Developments Inc. as presented.

**Carried**

**b. Draft Asset Management Plan**

Ms. McLaughlin presented the report and Mr. Charkavi presented the Asset Management Plan presentation. A discussion was held, and the following points were raised:

- The Asset Management Plan is one of the most important plans moving forward
- The City relies heavily on provincial and federal government funding which underlines the importance of a comprehensive plan for future funding submissions
- This is very important to the community
- The Asset Management Plan indicates the condition of the City's exciting core infrastructure

Councillor Plummer left the table due to his perceived pecuniary interest.

**c. Pembroke Street West Reconstruction Phase 3 – Tender Contract No. 20-0264-3 – Reynolds Ave. to Miramichi Lodge**

Mr. Lewis presented the report.

**Motion:**

Moved by Councillor Reavie

Seconded by Councillor Abdallah

That the Operations Committee approve award for the Pembroke Street West Reconstruction Phase 3 (Reynolds Ave. to Miramichi Lodge) Tender Contract No. 20-0264-3 to Greenwood Paving, in the amount of \$929,946.10 plus HST; and additional expenditures in the amount of \$93,000 for a contingency allowance, with the total value of the recommendation equalling \$1,022,946.10 plus applicable HST.

**Carried**

Councillor Plummer returned to the table.

- d. Designating Fraser Street (between Pembroke Street East and Esther Street) a One-Way Street Survey Results.

Mr. Lewis presented the report.

**Motion:**

Moved by Councillor Abdallah

Seconded by Councillor Reavie

That the Operations Committee designate Fraser Street a one-way street between Pembroke Street East and Esther Street.

**Carried**

- e. Escalator Screen Compactor Reallocation of Funds

Mr. Lewis presented the information report.

Prior to the adjournment of the meeting, Mayor LeMay congratulated Mr. Lewis on his successful completion of the Association of Municipal Managers, Clerks and Treasurers (AMCTO) Executive Diploma in Municipal Management

**7. Adjournment**

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Reavie

That the Operations Committee meeting of May 17, 2022, adjourn at 6:40 p.m.

**Carried**