

# Planning & Development Committee Meeting

Council Chambers  
Pembroke, Ontario  
September 6, 2022  
6:16 p.m.

## 1. Call to Order

### Present:

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

### Also, Present:

Terry Lapierre, Chief Administrative Officer  
Colleen Sauriol, Director of Planning, Building & By-law Enforcement  
Heidi Martin, Clerk

Councillor Reavie called the meeting to order at 6:16 p.m.

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

There were no disclosures of pecuniary interest declared.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Councillor Lafreniere  
Seconded by Councillor Plummer  
That the agenda of the Planning & Development Committee meeting of September 6, 2022, be approved as amended.

### Carried

## 4. Approval of Minutes

a. Combined Committee Meeting – August 9, 2022

### Motion:

Moved by Councillor Jacyno  
Seconded by Councillor Plummer  
That the minutes of the Combined Committee meeting of August 9, 2022, be accepted as circulated.

### Carried

## 5. Business Arising from Minutes

There was no business arising from the minutes.

**6. New Business**

a. Acting Chief Building Official

Ms. Sauriol presented the report and indicated that a By-law will be before Council this evening appointing Glen Gordon as an acting Chief Building Official for the City of Pembroke.

In response to a question, Ms. Sauriol indicated that the City of Pembroke has transitioned to an electronic building permit application. She stated that applicants are very happy with the ease of the new process and the Planning and Building Department has assisted individuals who require help to electronically submit their building permits. The new acting Chief Building Official has not used this new system; however, the City's Planning Technician will be available to assist him as required.

b. CIP Request for 201 Pembroke Street West

Ms. Sauriol presented the report. A comment was made that it is great to see that more businesses are taking advantage of the Community Improvement Program.

c. CIP Request for 45 Pembroke Street West

Ms. Sauriol presented the report.

**7. Adjournment**

**Motion:**

Moved by Councillor Plummer

Seconded by Deputy Mayor Gervais

That the Planning & Development Committee meeting of September 6, 2022, adjourn at 6:25 p.m.

**Carried**