

Combined Committee Meeting

Council Chambers
Pembroke, Ontario
July 11, 2023
6:00 p.m.

1. Land Acknowledgement

Mr. Unrau delivered the land acknowledgement.

2. Call to Order

Mr. Unrau called the meeting to order at 6:00 p.m.

Present:

Mayor Gervais
Deputy Mayor Abdallah
Councillor Jacyno
Councillor Kuehl
Councillor Lafreniere
Councillor Purcell

Regrets:

Councillor Plummer

Also, Present:

Dave Unrau, Chief Administrative Officer
Colleen Sauriol, Director of Planning, Building and By-law Enforcement
Angela Lochtie, Treasurer/Deputy Clerk
Jordan Durocher, Director of Parks and Recreation
Brian Lewis, Director of Operations
Nancy Rapin, Recording Secretary

Mr. Unrau requested a motion to appoint a Chair for the Combined Committee meetings of July 11th and August 8th, 2023.

Motion:

Moved by Mayor Gervais

Seconded by Councillor Kuehl

That the Chair of the Finance and Administration Committee be appointed as the Chair of the Combined Committee meetings for July 11, 2023, and August 8, 2023.

Carried

Deputy Mayor Abdallah assumed the position of Chair of the Combined Committee meeting.

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

4. Approval/Amendment of Meeting Agenda

Motion:

Moved by Mayor Gervais

Seconded by Councillor Jacyno

That the agenda of the Combined Committee meeting of July 11, 2023, be approved as amended to add 8 k) Water Purification Plant Filters and Launderers and Under Tile Drains Design Award

Carried

5. Approval of Minutes

a. Planning and Development Committee Meeting – June 6, 2023

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Jacyno

That the minutes of the June 6, 2023, Planning and Development Committee meeting be approved as circulated.

Carried

b. Finance and Administration Committee Meeting – June 6, 2023

Motion:

Moved by Mayor Gervais

Seconded by Councillor Lafreniere

That the minutes of the June 6, 2023, Finance and Administration Committee meeting be approved as circulated.

Carried

c. Parks and Recreation Committee Meeting – June 20, 2023

Motion:

Moved by Councillor Purcell

Seconded by Councillor Lafreniere

That the minutes of the June 20, 2023, Parks and Recreation Committee meeting be approved as circulated.

Carried

d. Operations Committee Meeting – May 16, 2023

Motion:

Moved by Councillor Jacyno

Seconded by Councillor Kuehl

That the minutes of the May 16, 2023, Operations Committee meeting be approved as circulated.

Carried

6. Business Arising from Minutes

There was no business arising from the minutes.

7. Delegations

a. Municipal Property Assessment Corporation Presentation

Ms. Jennifer Gruntz, Municipal Property Assessment Corporation (MPAC) Accounts Manager was present to provide an update from the Corporation. A discussion was held and the following points were raised:

- MPAC's database hosts information for over 5.5 million properties across Ontario
- Ontario's total property value exceeds \$3 trillion
- MPAC takes building permits and plans and turn them into assessment, taxes are based on these assessments
- Assessments were frozen at 2016 values because of COVID
- Property owners have a process they can follow if they disagree with the MPAC assessment
- Will new assessments be based on new real estate prices? yes
- Options for "affordable housing" need to be explored
- A video was played to explain how property taxes are evaluated
- If accessible, a link to the video will be placed on the City's website

8. New Business

a. Request – The Grind – Garden Project

Ms. Sauriol presented the report. A discussion was held and the following points were raised:

- The Grind staff were instructed to remove patio previously
- No space is leased for outside of building – inside only
- A similar situation at a different location has been approved in the past with an encroachment agreement
- This could encourage loitering
- Planters have already been built and erected and are asking for approval after the fact
- Could be removed and possibly relocated at the Community Garden if wished
- Clients could be bussed to the Community Gardens to participate in gardening
- There is a raised garden bed at the Community Garden that The Grind would be welcome to use if they would like

Direction:

That staff draft a letter to The Grind indicating that the Combined Committee has denied the request for a patio and garden beds to be installed, and indicating that they could contact Deputy Mayor Abdallah or Mayor Gervais if they are interested in using a raised garden bed at the Community Garden.

b. Parking Area for The Grind

Ms. Sauriol presented the report. A discussion was held and the following points were raised:

- Lease should be observed or re-negotiated
- Senior parking sign has been removed
- Incorporate an accessibility parking spot close to the senior centre
- City of Pembroke was recognized for contributions to the 2023 Coldest Night of the Year BBQ – The Grind raised over \$107,000 for event with local donations – The Grind is obviously supported by the public
- Lining spots will assist in appropriate parking

- The Grind has to be more transparent
- Perhaps additional parking spaces should be shared
- Parking is very congested
- The Grind is fulfilling a very important role

Motion:

Moved by Mayor Gervais

Seconded by Councillor Lafreniere

That the Combined Committee approve an extra 5 (five) parking spaces, including 1 (one) accessible parking space be assigned to The Grind, as presented.

Mayor Gervais requested for a recorded vote.

Yea: Mayor Gervais, Councillors Jacyno, Lafreniere

Nea: Deputy Mayor Abdallah, Councillors Kuehl, Purcell

Defeated 3:3**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Jacyno

That The Grind be permitted five parking spots and the remaining four parking spots and one accessible parking spot be designated as public parking spots.

Carried**c. 2024 Budget Timelines**

Ms. Lochtie presented the report. A discussion was held and the following points were raised:

- Good to provide more information to the residents
- Should public meetings be held in the late afternoon/evening and/or be broadcasted/recorded to allow more people to participate/access information?
- Could public meeting be separate from the Council meeting?
 - Staff to come back with recommendations

Direction:

That the Combined Committee approve the 2024 budget schedule with a modified Option 2 as presented, to include a separate public meeting and bring an update back to Committee for final approval.

d. Unaudited 2022 Financial Results

Ms. Lochtie presented the report. A discussion was held and the following points were raised:

- Having a General Capital Reserve fund is fiscally responsible
- Build the Emergency and Disaster Recovery Reserve more slowly over time
- Parks and Recreation also requires funding
- Transit should be considered
- Balance of funds to General Capital Reserve

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Jacyno

That the Combined Committee approve the transfer of the projected 2022 accumulated surplus in the general fund as follows: \$250,000 transferred to the Aquatic Centre Reserve; \$250,000 to a new Emergency and Disaster Recovery Reserve, \$50,000 to the Parks & Recreation Reserve, \$150,000 to the Transit Reserve, with the balance of surplus funds transferred to the General Capital Reserve.

Carried

e. Canada Day Fireworks Postponement Day

Mr. Durocher presented the report. A discussion was held and the following points were raised:

- News circulating that fire ban has been lifted as of 4:00 p.m. this afternoon
- \$12,000 was received from the Celebrate Canada Grant
- Canada Day festivities were very successful – staff did a great job

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Purcell

That the Combined Committee approve the re-scheduling and deployment of the Canada Day Fireworks to Saturday, August 5th of the Civic Holiday weekend at Riverside Park, as per the Fireworks By-law 2021-61, as presented.

Carried

f. Victoria Hall 55+ Active Living Centre Roof Tender

Mr. Durocher presented the report. A discussion was held and the following points were raised:

- Shows how the Parks & Recreation fund is important
- Will flooring project be significantly more expensive next year?
- If a surplus exists in other capital projects in the next couple of months, perhaps the flooring project could be looked at then

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Purcell

That the Combined Committee approve the award of Tender T-23-11 Roof Replacement for Victoria Hall's 55+ Active Living Centre to Irvcon Limited in the amount of \$98,926.00 excluding H.S.T.; and approve the transfer of \$23,926.00 from the Pembroke and Area Community Centre (PACC) flooring capital budget to offset the shortfall required to complete the work, as presented.

Carried

g. Electronic Surveillance Monitoring System

Mr. Lewis presented the report. A discussion was held and the following points were raised:

- Cameras will not be surveilling washrooms or anywhere that privacy is expected
- Will signage have to be updated with changes in camera locations – can the signage be less specific
- Signage needs to be posted where surveillance is underway as per personal privacy acts

- Much research has gone into this policy and staff should be recognized for this
- Signs themselves may be a deterrent to vandalism
- CamSafe program should be promoted more on the City's social media, safety plan and the well-being plan

Motion:

Moved by Councillor Jacyno

Seconded by Councillor Purcell

That the Combined Committee approve the draft Electronic Surveillance Monitoring System Use Policy, as presented and return with a corresponding by-law at a future Council meeting.

Carried

h. Street Closure Request Policy

Mr. Lewis presented the report. A discussion was held and the following points were raised:

- Kanata has a policy that perhaps we could draw from
- Would an alternate route have to be provided – communication is important and decisions may be able to be changed with little notice – the organizer and City would work together – this could be incorporated into the policy
- User fees could be charged – staff time is valuable
- We should not choose who pays and who doesn't – all should pay

Direction:

That staff create a formal policy regarding Street Closure Requests, as presented and return with a corresponding policy at a future Council meeting.

i. Touch Down Areas on the Algonquin Trail

Mr. Lewis presented the report. A discussion was held and the following points were raised:

- Could bicycle stations downtown be included – there will be some stations included – PBIA should be included in this conversation
- When appropriate and possible, this will be considered and accommodated
- Cycling is a hot topic – PBIA has 2 locations at Farmers' Market, 2 locations at Victoria Street, 2 locations at Alexander Street
- Lack of adequate cycling stations is in the PBIA Strategic Plan

Direction:

Forced Road to be a location for presented amenities, reallocate some amenities to accommodate bicycles on Pembroke Street while working within the available budget.

j. Bennett Street and Boundary Road Watermain Replacement and Taylor Bridge Watermain Replacement Phase 2 Tender Award

Mr. Lewis presented the report. A discussion was held and the following points were raised:

- Bennett Street has been under construction for a long time
- Once Phase 2 starts the intersection will be re-opened

Motion:

Moved by Councillor Purcell

Seconded by Councillor Jacyno

That the Combined Committee approve award for the Bennett Street and Boundary Road Watermain Replacement and the Taylor Bridge Watermain Replacement Phase 2 Contract No. 22-1733-2 to RGT Clouthier Construction in the amount of \$3,250,325.00 plus HST; and

Committee approve additional expenditures in the amount of \$120,000.00 for a contingency allowance with the total value being \$3,370,325.000 plus applicable HST, as presented.

Carried

k. Water Purification Plant (WPP) Filters and Launderers and Under Tile Drains Design Award

Mr. Lewis presented the report. A discussion was held and the following points were raised:

- Council is not taking the waiving of the procurement policy lightly but is justified in this case as presented by staff

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Combined Committee approve Option #2 – Sole Source to Associated Engineering (AE) Limited, as presented putting aside normal procurement policy requirements because of the presented limitations to sourcing.

Carried

9. Adjournment

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Combined Committee meeting of July 11, 2023, adjourn at 9:04 p.m.

Carried