

# Operations Committee Meeting

Council Chambers  
Pembroke, Ontario  
September 17, 2024  
7:31 p.m.

## 1. Call to Order

### Present:

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

### Regrets:

Councillor Jacyno

### Also Present:

David Unrau, Chief Administrative Officer/Deputy Clerk  
Angela Lochtie, Treasurer/Deputy Clerk (virtual)  
Owen Hutton, Planner  
Brian Lewis, Director of Operations  
Victoria Charbonneau, Municipal Clerk

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

There were no disclosures of pecuniary interests declared.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the agenda of the Operations Committee meeting of September 17, 2024, be approved as circulated.

### Carried

## 4. New Business

### a. FCM Grant Application: Green Municipal Fund Update

Treasurer/Deputy Clerk Lochtie presented the report indicating that a resolution would be coming forward to the September 17, 2024 Council meeting. A discussion was held and the following points were raised:

- It was discussed that the numbers presented include provisions for conservative cost contingencies. Should the grant application be approved, and budget numbers that the ministry is committed to funding come in lower than anticipated, Council has a clear picture of what the project could cost
- Clarification was provided that support of the resolution (and associated budget) is for grant application purposes, taking into account the conservative cost contingencies. If the grant

application is approved, actual numbers of grant program commitment will be outlined in a grant funding agreement (ministry funded portion and municipal funded portion), that Council can accept, or decline based on terms presented.

- It was iterated that actual costs will be clarified when the RFP process is completed, and submissions are reviewed.

**Motion:**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Purcell

That the Operations Committee recommend approval of the City's revised draft resolution in support of the City's application to the FCM Green Municipal Fund to Council for a transit pilot project.

**Carried**

**b. Appointment of By-law Enforcement Officers**

Mr. Hutton presented the report indicating that a by-law would be coming forward to this evening's Council meeting. The following points from the report were highlighted:

- The updated by-law to provide for additional staff hired by Protec-5, the City of Pembroke's Animal Control contractor
- Additionally, the City of Pembroke has hired additional staff in the Planning, Building, & By-law Enforcement Department, that is required to be appointed to enforce City by-laws for efficient business operations continuity

**Motion:**

Moved by Councillor Purcell

Seconded by Councillor Kuehl

That the Operations Committee endorse and recommend to Council for approval, By-law 2024-55 being a By-law to appoint Municipal By-law Enforcement Officers for the City of Pembroke.

**Carried**

**c. Update of By-law to Regulate Traffic**

Mr. Lewis presented the information report, for information purposes. The Operations Department reviewed and updated wording in By-law 2020-64 where required. Changes made to the by-law are outlined in the report.

**d. Moratorium Relief – 135 Bell Street**

Mr. Lewis presented the report. Indicating:

- that the developer of 135 Bell Street, would like to proceed with the construction of a housing development in the 2024/2025 construction season. The works included in this housing construction are the connections to the City's existing underground water, sanitary and storm infrastructure located under Bell Street.
- As the newly installed surface will not be in place for the usual 15 -20 years prior to reconstruction/resurfacing, the department feels that lifting the moratorium for this specific instance is reasonable.

**Motion:**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Lafreniere

That the Operations Committee approve the relief of the City's Three (3) year moratorium for the development at 135 Bell Street, effective immediately.

**Carried**

**5. Adjournment**

**Motion:**

Moved by Councillor Kuehl

Seconded by Deputy Mayor Abdallah

That the Operations Committee meeting of September 17, 2024, adjourn at 7:53 p.m.

**Carried**