



Agenda

Planning & Development Committee

Chair: Councillor Jacyno
Tuesday, October 1, 2024
Council Chambers
Following Public 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. **Presentations/Delegations**
 - a. Terry Fox Run Update – Stan Halliday
 - b. Algonquin College Update – D. Unrau
As presented by : Jamie Bramburger, Algonquin College Pembroke Waterfront Campus Interim Dean, and Jodi Bucholtz, Manager – Local Immigration Partnership, Lanark and Renfrew
5. **New Business**
 - a. By-law Enforcement Request – 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street - Synercapital – C. Sauriol
 - b. Waterfront Development Next Steps – H. Sutherland
 - c. Declaration of Surplus Lands – H. Sutherland
 - d. Warming Center 2024-2025 – D. Unrau
6. **Adjournment**



Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

From: David Unrau
Chief Administrative Officer

Date: 2024-10-01

Re: **Terry Fox Run Update**

Recommendation:

This presentation is provided for information purposes.

Background:

Pembroke Legion, Branch 72 President, Mr. Stan Halliday is in attendance today to present information regarding the Terry Fox Run.

Financial Implications:

There are no financial implications associated with this report.

Strategic Plan Impact:

This item supports the underlying principle of maintaining critical partnerships.

Attachments:

None

Respectfully submitted,

David Unrau
Chief Administrative Officer



Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

From: David Unrau
Chief Administrative Officer

Date: 2024-10-01

Re: **Algonquin College Update**

Recommendation:

This presentation is provided for information purposes.

Background:

Mr. Jamie Bramburger, Algonquin College Interim Dean, Pembroke Algonquin Waterfront Campus, and Ms. Jodi Bucholtz, Manager – Local Immigration Partnership, Lanark and Renfrew, are in attendance to present an update on Algonquin College.

Financial Implications:

There are no financial implications associated with this report.

Strategic Plan Impact:

This item supports the underlying principle of maintaining critical partnerships.

Attachments:

None

Respectfully submitted,

David Unrau
Chief Administrative Officer



Committee Report

To: Councillor Ed Jacyno, Chair
Planning and Development Committee

From: Colleen Sauriol, Director
Planning, Building & By-law Enforcement Department

Date: 2024-10-01

Re: **By-law Enforcement Request – 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street - Synercapital**

Recommendation:

A revised agreement has been signed by the owner and a by-law will be before Council at it's meeting of October 1, 2024.

Background:

In 2022, Synercapital was granted, by By-law 2022-03, the ability to ticket vehicles at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street. Synercapital is now requesting that the employee granted the authority to issue tickets be removed and replaced by a new employee, Crystal Simms.

The parking lots associated with these buildings are used daily by the residents of the apartment units. Many people are parking illegally in these lots and using up the spaces that are reserved for Synercapital's tenants.

Approval to enforce private property has been granted by Council due to the fact that enforcement is especially needed during evening and weekend hours as this is when the parking issues typically occur.

The fine for a parking ticket parked within these private lots without permission is \$50.

As part of this approval, the owner has agreed to enter into an agreement with the City ensuring the following conditions are the responsibility of the owner:

- 1) The issuing of parking tickets shall be for the parking lots at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street only, and this includes preparing for and attending Provincial Offences Court as required;



- 2) To deal with any complaints regarding the parking tickets issued at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street;
- 3) To provide a progress report to the Pembroke Planning & Development Committee on a quarterly basis;
- 4) The cost of purchasing parking ticket books in the prescribed form;
- 5) To erect signage which indicates the fine structure of the parking tickets shall be installed in the parking lot; and
- 6) To notify the Director of Planning, Building & By-law Enforcement immediately if there are any changes associated with the person issuing tickets.

The City of Pembroke is responsible for the receiving and administration of the parking tickets, as well as processing the payment of said tickets. All revenues from the parking tickets received from the properties that have been given authority to ticket vehicles on their property are retained by the City of Pembroke to offset the above costs and as per the conditions of approval.

Financial Implications:

None.

Respectfully submitted,

Colleen Sauriol, Director
Planning, Building & By-law Enforcement Department

David Unrau
Chief Administrative Officer

The Corporation of the City of Pembroke

By-law Number 2024-57

Being a by-law to appoint Municipal By-law Enforcement Officers to enforce parking provisions in the parking lots associated with 58 Pembroke Street West, 120 Lake Street, 227 Lake Street, and 185 Prince Street.

Whereas the Community Safety and Policing Act, 2019 provides for prescribed policing providers that shall provide the policing function in an area in accordance with the standards for adequate and effective policing including law enforcement and maintaining the public peace;

Whereas the Community Safety and Policing Act, 2019 states a “prescribed policing provider” means a public sector body which includes a municipality; and

Whereas Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes the appointment of such officers and employees as may be necessary for the purposes of the municipal corporation to carry out other duties required under this or any Act and other duties assigned by the municipality;

Now Therefore the Municipal Council of the Corporation of the City of Pembroke enacts as follows:

1. That the following person is hereby appointed as a Municipal By-law Enforcement Officer in the City of Pembroke for the purpose of upholding the City of Pembroke’s Parking By-law 2024-24 and its amendments and for the issuing of parking tickets only for the parking lots associated with 58 Pembroke Street West, 120 Lake Street, 227 Lake Street, and 185 Prince Street:
 - Crystal Simms
2. That the Mayor and Chief Administrative Officer be, and they are, hereby authorized to enter into an agreement marked as Appendix “A” with Arif Enterprises Inc. allowing Crystal Simms to write and issue parking tickets for 58 Pembroke Street West, 120 Lake Street, 227 Lake Street, and 185 Prince Street.
3. That By-law number 2022-03 and any other by-law inconsistent with the provisions contained in this by-law are hereby repealed.
4. This by-law shall come into force and take effect upon the date of the final passing thereof.

Passed and enacted this 1st Day of October 2024

Ron Gervais
Mayor

Victoria Charbonneau
Clerk

Appendix “A” to By-law 2024-57

This Agreement made this 1st day of October, 2024.

Between: The Corporation of the City of Pembroke
hereinafter called “the City”;

And: Arif Enterprises Inc.
hereinafter called “Arif Enterprises Inc.”;

Whereas Arif Enterprises Inc., Owner, wishes to write and issue parking tickets for vehicles parked in the parking lot of the properties municipally located at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street;

And whereas the City agreed, by By-law 2024-57, to permit and appoint Crystal Simms, the right to issue parking tickets for the parking lots associated with 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street only;

Now therefore it is agreed between the parties as follows:

1. Crystal Simms will be permitted to issue parking tickets for the parking lots at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street subject to the following conditions:
 - a) Crystal Simms shall be designated by By-law as a By-law Enforcement Officer permitted to ticket vehicles at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street;
 - b) Crystal Simms shall prepare for and attend Provincial Offences Court as required;
 - c) Crystal Simms shall deal with any complaints regarding the parking tickets issued at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street;
 - d) Arif Enterprises Inc., Owner, shall provide a progress report to the Planning and Development Department on a quarterly basis;
 - e) Arif Enterprises Inc., Owner, shall pay the cost of purchasing tickets in the prescribed form;
 - f) Arif Enterprises Inc., Owner, shall erect signage which indicates the fine structure of the parking tickets;
 - g) Arif Enterprises Inc., Owner, shall notify the Director of Planning, Building and By-law Enforcement immediately if there are any changes associated with the person(s) issuing the tickets; and
 - h) All revenues from the parking tickets issued at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street and 185 Prince Street shall be retained by the City of Pembroke.

2. TERMINATION:

Either party may terminate this agreement by giving sixty (60) days prior written notice.

The Parties have executed this Agreement this 1st day of October, 2024.

The Corporation of the City of Pembroke

David Unrau
Chief Administrative Officer

Ron Gervais
Mayor

“We have the authority to bind the Corporation

Ashraf Arif
Arif Enterprises Inc.
1376 Bank Street, Suite 500
Ottawa, Ontario K1H 7Y3

Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

From: Heather Sutherland
Economic Development & Communications Officer

Date: 2024-10-01

Re: **Waterfront Development Next Steps**

Recommendation:

That the City of Pembroke Planning and Development Committee direct staff to initiate a Request for Proposal (RFP) process to obtain a consultant to structure a strategy for a leased land development scenario at the Pembroke Waterfront Park.

Furthermore, that upon conclusion of the Waterfront Park Land Development RFP process, staff bring forth options garnered through the process to Committee for consideration.

Background:

In 2016, Committee directed staff to rezone two parcels of land adjacent to the Ottawa River at Waterfront Park to allow for future development (shown below).



From there, staff also completed:



- Stage 1 archaeological assessment (June 2017)
- Species at Risk assessment (June 2017)
- Phase 1 environmental site assessment (June 2017)
- Phase 2 environmental site assessment (December 2017)
- Delineation program (August 2018)

With no significant concerns, Committee directed staff to market the lands for sale or lease by first determining what interest there was through an Expression of Interest process. This started in the spring of 2019 but was delayed due to flooding. It was restarted in the summer of 2019, closing that September. The City received one response and Council directed staff to move forward with that group on their concept.

Staff and Council worked with and negotiated with the group from 2019-2023, until ultimately the group pulled out of the project. Currently, only parcel 2 is available as parcel 1 has been made into the arboretum. Council in the past has indicated it is not interested in selling the land, but in leasing it.

Council then directed staff to look at what options could exist for securing a development deal on leased land on parcel 1. Staff reached out to a consultant for information on what the process would entail and cost to determine these options.

To look at the history of the project, develop detailed options to structure a partnership between the City of Pembroke and private developer, consult with stakeholders, and prepare the report, the estimated cost is around \$50,000.

Staff is seeking direction on how to move forward.

Options include:

1. Go through a Request for Proposal (RFP) process to seek a consultant to provide options for structuring a deal in a leased land scenario.
2. Forgo the deal structuring consultation and go through another Expression of Interest process to determine interest and potentially move forward with a new negotiation.
3. Forgo the deal structuring consultation and market the land as a development opportunity and see if any interest comes in and respond as we receive response.
4. Do nothing with the parcel.

Financial Implications:

Financial implications are dependent on Council's direction. There is \$5,000 in the 2024 economic development non-recurring budget for the waterfront development project. The



industrial land reserve has a balance of \$61,113 as of June 2024, which could be accessed for the projected consultation costs as well.

Strategic Plan Impact:

Waterfront development is part of the continuation of current economic development and growth programs.

Respectfully submitted,

Heather Sutherland
Economic Development and Communications Officer

Dave Unrau
Chief Administrative Officer



Committee Report

To: Councillor Ed Jacyno, Chair
Planning and Development Committee

From: Heather Sutherland
Economic Development & Communications Officer

Date: 2024-10-01

Re: **Declaration of Surplus Lands**

Recommendation:

This is an information item.

Background:

In January 2024, Committee reviewed a list of City-owned lands that could potentially be declared surplus and made available for sale and development. Committee approved eight parcels of land to be included in a surplus land inventory. Information on these parcels is available on the City's website on the City-Owned Surplus Land page.

These parcels need to be declared surplus to be disposed of, as per the Sale and Disposition of Land Policy.

A resolution to that effect will be before you this evening during the Council meeting.

Financial Implications:

None.

Strategic Plan Impact:

The selling of surplus lands, for which this declaration is required before the lands can sell, satisfies the continuation of current economic development and growth programs.

Respectfully submitted,

Heather Sutherland
Economic Development & Communications Officer

Dave Unrau
Chief Administrative Officer



Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

From: David Unrau
Chief Administrative Officer

Date: 2024-10-01

Re: **Warming Center 2024 - 2025**

Recommendation:

That the City of Pembroke Planning and Development Committee approve the expenditure of \$100,000 for the 2024/2025 Warming Center.

Furthermore, that the Committee appoint Mayor Gervais and Councillor Troy Purcell to the County of Renfrew Warming Center ad-hoc Committee.

Background:

The following resolution No. CS-CC-26-09-56 was passed at the County of Renfrew on 2024 September 25:

That County Council approve that the County of Renfrew take on a leadership role with respect to the operations of a Warming Centre located in the City of Pembroke for the 2024 – 2025 winter season; pending the following:

- i. The Warming Centre ad-hoc committee be once again stood up as the oversight committee, with a review of the Terms of Reference to determine if updates are required;
- ii. The municipalities that participated in last year's Warming Centre model contribute funding equal to 2023/2024 amounts;
- iii. That staff be directed to work with the City of Pembroke on an appropriate location that provides for a more cohesive and effective delivery of services;
- iv. The City of Pembroke initiates the appropriate steps with respect to their zoning by-law to allow flexibility on placement of a Warming Centre;

And That staff be directed to apply the allocated funds from the Homelessness Prevention Program funding envelope toward this initiative to a maximum of \$100,000.

The Town of Petawawa will bring this forward on October 7th and the Township of Laurentian Valley will bring this forward on October 8th.



Financial Implications:

The 2023 – 2024 budget for the City of Pembroke was \$100,000.00. There is \$50,000 unallocated in contingency for 2024 and the remaining could be budgeted in 2025.

Respectfully submitted,

David Unrau
Chief Administrative Officer