



# Agenda

## Council Meeting

Tuesday, November 5, 2024  
Council Chambers  
Following Striking Committee

(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. **Opening Prayer/Reflection**
3. **Disclosure of Pecuniary Interest & General Nature Thereof**
4. **Minutes**
  - i. Approve minutes from Council
    - a. Regular Meeting of Council – October 15, 2024
    - b. Special Meeting of Council – October 29, 2024
  - ii. Adopt minutes from Committees
    - a. Planning & Development Committee Meeting – October 1, 2024
    - b. Finance & Administration Committee Meeting – October 1, 2024
    - c. Striking Committee Meeting – August 13, 2024
  - iii. Receive minutes from Local Boards
    - a. Pembroke Public Library – September 19, 2024
    - b. Ottawa Valley Waste Management Board – April 25, 2024
5. **By-laws**
6. **Motions**
  - a. Resolution 2024-025 Intimate Partner Violence Epidemic
7. **Mayor's Report**
8. **Notices of Motion**
  - a. Withdraw of notice of motion (October 15, 2024) Illegal and Toxic Drug Enforcement Measures – Councillor Kuehl
  - b. Declaration of Illegal and Toxic Drug Use Crisis – Councillor Kuehl
  - c. City of Pembroke Efforts re: Illegal and Toxic Drug Use – Councillor Kuehl
  - d. Municipal Request to Federal and Provincial Governments to Provide Resources and Tools to Combat Illegal and Toxic Drug Use – Councillor Kuehl

- e. Municipal Request to Federal Government for New Laws and More Severe and New Sentencing Options Concerning the Illegal Importing, Trafficking and Sale of Controlled Substances – Councillor Kuehl
- f. Municipal Request to Provincial Government to Enact New Laws and Regulations to Deal with Drug Houses and Other Drug-Related Nuisance Properties – Councillor Kuehl
- g. Request to the Ontario Provincial Police – Upper Ottawa Valley Detachment (Pembroke) to Attend Before the Council of the City of Pembroke to Present an Actionable Plan to Combat Local Drug Crime, Drug-Related Crime, Drug Trafficking and the Establishment of Drug Houses in the City of Pembroke – Councillor Kuehl
- h. Request for More Frequent OPP Foot Patrols – Councillor Kuehl
- i. Municipal Law Enforcement Measures re: Illegal and Toxic Drug Use – Councillor Kuehl
- j. Making Illegal the Littering, Disposing or Depositing of Drugs, Drug Residue or Drug Paraphernalia on Private Property – Councillor Kuehl
- k. Community Improvement Plan Grant for the Purchasing of New Security Systems With a Public Benefit and Promotion of the CAMSafe Program – Councillor Kuehl

**9. Councillor Updates**

**10. Closed Session**

- That City of Pembroke Council convene in Closed Session with authorized staff remaining in the room, pursuant to the following section of the Municipal Act, 2001:
  - 1. Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically as it relates to:

- offer to purchase land in McCool Business Park

**12. Business Arising from Closed Session**

**13. Confirming By-law**

- Confirming By-law 26-2024

**14. Adjournment**

# Draft City of Pembroke Council Meeting

Council Chambers  
Pembroke, Ontario  
October 15, 2024  
6:56 p.m.

## 1. Call to Order

### Present:

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

### Regrets:

### Also Present:

David Unrau, Chief Administrative Officer  
Victoria Charbonneau, Municipal Clerk

Mayor Gervais called the regular meeting of Council to order at 6:56 p.m.

## 2. Opening Prayer/Reflection

## 3. Disclosure of Pecuniary Interest & General Nature Thereof

There were no disclosures of pecuniary interest declared.

## 4. Minutes

- i. Approve minutes from Council
  - a. Regular Meeting of Council – October 1, 2024

### Motion:

Moved by Deputy Mayor Abdallah

Seconded by Councillor Plummer

That the minutes of the Regular Meeting of Council of October 1, 2024, be approved as circulated.

### Carried

- ii. Adopt minutes from Committees
  - a. Parks & Recreation Committee Meeting – September 17, 2024

### Motion:

Moved by Councillor Plummer

Seconded by Councillor Lafreniere

That the minutes of the Parks & Recreation Committee meeting held on September 17, 2024, be adopted as circulated.

### Carried

- iii. Receive minutes from Local Boards

a. Pembroke Heritage Murals Committee – October 2, 2024

**Motion:**

Moved by Councillor Jacyno

Seconded by Councillor Plummer

That the minutes from the Pembroke Heritage Murals Committee of October 2, 2024, be received as circulated.

**Carried**

**5. Committee Reports**

a. Operations Committee – Adopt Amendment to Traffic By-law

**Motion:**

Moved by Councillor Plummer

Seconded by Deputy Mayor Abdallah

That the amendment to By-law 2020-64 Regulate Traffic By-law, be adopted

**Carried**

**6. Proclamations**

a. Mayor Gervais proclaimed October 24, 2024, Child Care Worker and Early Childhood Educator Appreciation Day in the City of Pembroke.

**7. By-laws**

a. 2024-58 Zoning By-law Amendment – Cannabis Production Facilities

**Motion:**

Moved by Councillor Jacyno

Seconded by Councillor Plummer

That By-law 2024-58, a by-law to amend By-law 2020-05 of the Corporation of the City of Pembroke, being a by-law to regulate the use of lands and the character, location and use of buildings and structures in the City of Pembroke be adopted and passed;

And Further That the Said By-law be signed by the Mayor and Clerk and sealed with the seal of the Corporation.

**Carried**

b. 2024-59 Zoning By-law Amendment – Cedar Lane Properties

**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That By-law 2024-59, a by-law to amend By-law 2020-05 of the Corporation of the City of Pembroke, being a by-law to regulate the use of lands and the character, location and use of buildings and structures in the City of Pembroke be adopted and passed;

And Further That the Said By-law be signed by the Mayor and Clerk and sealed with the seal of the Corporation.

**Carried**

c. 2024-60 Regulate Traffic By-law (2020-64) Amendment

**Motion:**

Moved by Councillor Plummer

Seconded by Deputy Mayor Abdallah

That By-law 2024-60, a by-law to amend By-law 2020-64, as amended, being a by-law to regulate traffic in the City of Pembroke, be adopted and passed;

And Further That the Said By-law be signed by the Mayor and Clerk and sealed with the seal of the Corporation.

**Carried**

## 8. Motions

## 9. Correspondence

Deputy Mayor Abdallah assumed the role of Chair for section 9 of the regular Council meeting agenda. One of the items of correspondence included a code of conduct complaint that involves Mayor Gervais.

- a. Code of Conduct Complaint Letter dated October 10, 2024 – Tony Fleming, LSO Specialist in Municipal Law, Cunningham, Swan, Carty, Little and Bonham LLP
  - Deputy Mayor Abdallah provided a brief overview of the Integrity Commissioner's final report dated October 10, 2024 regarding a Code of Conduct Complaint against Mayor Ron Gervais.
  - The nature of the alleged conflict is that the Member was the lawyer for the Grind in 2017.
  - Investigation findings from the report include that the Member does not have a conflict of interest with the Grind. The evidence before the Integrity Commissioner is that the Member is not the lawyer for the Grind and that he has not acted for the Grind on the matter of the lease, which formed part of the complaint. The allegation that the lease for the Grind was drafted by the law firm that employs the Member is also unfounded. There is therefore no basis to find that the Member acted in breach of the Code of Conduct and the complaint is dismissed.
  - As there was no breach identified by the Integrity Commissioner Council is only required to determine how to post on the website:

### **Motion:**

Moved by Councillor Purcell

Seconded by Councillor Jacyno

**That** the City of Pembroke Council direct staff to post the Code of Conduct Complaint, Final Report regarding Mayor Gervais dated October 10, 2024 as a standalone page under the City Government tab on the City's website.

**Carried**

- b. Code of Complaint Letter dated October 8, 2024 – Tony Fleming, LSO Specialist in Municipal Law, Cunningham, Swan, Carty, Little and Bonham LLP
  - Deputy Mayor Abdallah provided a brief overview of the Integrity Commissioner's final report dated October 8, 2024 regarding a Code of Conduct Complaint against Councillor Ian Kuehl.
  - The Complaint alleged that the Member attended a "Town Hall" style meeting on April 25, 2024. The meeting was attended by members of the public who were concerned with certain behaviour in the downtown.
  - A quote from Councillor Kuehl was reported by a local media outlet that contained a word that the complainant found unsuitable.

- Investigation findings from the report include that the Integrity Commissioner finds that the statement made by the Member constituted a breach of the Code of Conduct.
- The Integrity Commissioner recommends that Council issue a public reprimand to ensure that the public know that it does not condone this conduct.
- As there is a breach identified by the Integrity Commissioner, Council is required to decide on two matters:
  1. How to post the report on the website
  2. To uphold the Integrity Commissioner's recommendation or accept as information.

**Motion:**

Moved by Councillor Purcell

Seconded by Councillor Plummer

**That** the City of Pembroke Council direct staff to post the Code of Conduct Complaint, Final Report regarding Councillor Kuehl dated October 8, 2024 as a standalone page under the City Government tab on the City's website.

**Carried**

**Motion:**

Moved by Mayor Gervais

Seconded by Councillor Jacyno

That the City of Pembroke Council instruct Councillor Kuehl to that issue a statement of apology to parties affected by the conduct of conduct complaint and final report findings dated October 8, 2024..

Councillor Jacyno requested a recorded vote.

Yea: Councillors Jacyno, Lafreniere, Mayor Gervais

Nea: Deputy Mayor Abdallah, Councillors Plummer, Purcell

**Defeated 3:3**

At the conclusion of the correspondence section (9) of the agenda Mayor Gervais re-assumed the role of Chair.

**10. Mayor's Report**

Mayor Gervais provided an update on the community functions he attended on behalf of Council including:

- October 2 – weekly meeting of Kiwanis Club of Pembroke. The club presented the Mayor with a cheque for \$10,000 to be contributed to the ongoing renovations at the Kinsmen Pool
- October 5 – volunteer appreciation event at the Pembroke Public Library
- October 5 – spooky drive-in event with Councillor Kuehl. A joint effort between the City of Pembroke and Township of Laurentian Valley and thanked the City, Township, Drive In and sponsors/volunteers who made the event a success.
- October 6 – Pembroke Lumber Kings Game for a puck drop with Sparky the mascot for a kick off Fire prevention week

- October 11 – Pembroke Fire Department open house. Kudos to the fire department on a well run event
- October 13 – Joined by Deputy Mayor and Councillor Kuehl to attend a medal presentation to Jolan Wong. Para Olympian who won a bronze medal
- Update from the Pembroke Handi-Bus, ridership in September increased from 486 trips to 718. This is noted as largely an increase from usage of ambulatory individuals. An increase of service is being explored for Saturday trips.

#### 11. Notices of Motion

##### a. Illegal and Toxic Drug Enforcement Measures

Councillor Kuehl indicated that he would be bringing forward a motion on Illegal and Toxic Drug Enforcement Measures to the next meeting of Council dated November 5, 2024.

#### 12. Councillor Updates

##### Deputy Mayor Abdallah

- October 26 – PBIA announcement for Downtown Pumpkin Treats event 10:00 am – 12:00 p.m. and event for children to visit downtown Pembroke and get some treats in anticipation of Halloween.
- October 25 – Fundraiser for Got You in Mind Store at Fitzzy's Sports Bar 7:00 p.m. – 1:00 a.m.. Thank you to the venue and all of the bands participating for a donation of time and services.
- Transit update on the City's webpage
- Kudos to Pembroke's Farmer's market on their final weekend for the year. the vendors and volunteers for another great season.

##### Councillor Jacyno

- Update from Mural committee and the Grey Sister's mural has been successfully refinished, kudos to the team.

##### Councillor Purcell

- October 19 - Renfrew County Youth Day 11:00 a.m. – 3:30 p.m. at L'Equinoxe School

##### Councillor Kuehl

- Announcement of retirement of Rick Whorton Festival Hall manager
- Highlighted of RFP for Festival Hall Management, and noted that the City welcomes as many applications as possible and that the commencement of the replacement will be sought as soon after the closing date as possible
- Chucks Roadhouse is anticipated to be open at the end of the month and is an exciting addition to the City
- October 12 - Attendance at Fire Hall open house, stating that it was a well run and attended event
- Key to the City presentation to Jolan Wong

#### 13. Closed Session 7:57 p.m.

##### Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Kuehl

That this meeting become a closed meeting to discuss advice that is subject to solicitor/client privilege, including communications necessary for that purpose as per Section 239(2)(f) of the Municipal Act, regarding 273 Victoria Street, and Closed Meeting Investigation; and to discuss a proposed or pending acquisition or disposition of land by the municipality or local board as per Section 239(2)(c) of the Municipal Act, regarding TransCan offer to purchase, and Sale of Land to Town of Petawawa through the Pembroke and Area Airport Commission.

**Carried**

**14. Business Arising from Closed Session 10:15 p.m.**

Deputy Mayor Abdallah indicated that a closed session was held earlier.

1. 273 Victoria Street:

- Pecuniary interests declared – none

2. Closed Meeting Investigation

Pecuniary interests declared – none

- Nothing to report.

3. TransCan Business Park Offer to Purchase

- Pecuniary interests declared - none
- Staff was given direction to continue in the land sale process and if successful completion of conditions are met, prepare the necessary by-laws for a future Council meeting for the sale of lands in the TransCan Corporate Park.

4. Sale of Land to Town of Petawawa Through the Pembroke and Area Airport Commission

- Pecuniary interests declared – Mayor Gervais declared a perceived pecuniary interest and as Bob Sheppard (Mayor Gervais business partner represents one of the parties). Mayor Gervais left the meeting after declaring.

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Kuehl

That the City of Pembroke approve the following

1. Disposition of lands in question and reflected in legal documentation provided by Reiche Law August 8, 2023; and
2. Endorsement from the City of Pembroke to enable the Pembroke and Area Airport Commission to sell its own property notwithstanding the language contained within the legislation. Understanding that the general purpose of this consent is to obtain an Order to clarify that the Commission can deal with its property as it sees fit, in the future, notwithstanding the Pembroke and Area Airport Commission Act, provided and all other legal requirements be met.



**15. Confirming By-law**

- Confirming By-law 23-2024

**Motion:**

Moved by Councillor Purcell

Seconded by Councillor Lafreniere

That By-law 23-2024 to confirm the proceedings of the Regular Meeting of Council of October 15, 2024, be adopted and passed; and

Further That the said By-law be signed by the Mayor and Clerk and sealed with the seal of the Corporation.

**Carried**

**16. Adjournment**

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Purcell

That the October 15, 2024, regular meeting of Council adjourn at 10:18 p.m.

**Carried**

Ron Gervais  
Mayor

Victoria Charbonneau  
Municipal Clerk

# City of Pembroke Special Council Meeting

Council Chambers  
Pembroke, Ontario  
October 29, 2024  
3:00 p.m.

## 1. Land Acknowledgement

## 2. Call to Order

### Present:

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

### Regrets:

x

### Also Present:

David Unrau, Chief Administrative Officer/Deputy Clerk  
Victoria Charbonneau, Municipal Clerk

Mayor Gervais called the regular meeting of Council to order at 3:00 p.m.

## 3. Opening Prayer or Reflection

## 4. Disclosure of Pecuniary Interest & General Nature Thereof

There were no disclosures of pecuniary interest declared.

## 5. Closed Session

### Motion:

Moved by Councillor Purcell

Seconded by

- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on, or to be carried on by, or on behalf of the municipality or local board as per Section 239(2)(k) of the *Municipal Act*, related to the Pembroke and Area Waring Centre

**Carried**

## 6. Business Arising from Closed Session

Mayor Gervais indicated that a Council in Caucus meeting was held. Staff was given direction. There were no pecuniary interests declared.

## 7. Confirming By-law

- Confirming By-law 24-2024

**Motion:**

Moved by Councillor Jacyno

Seconded by Councillor Plummer

That By-law 24-2024 to confirm the proceedings of the Special Meeting of Council of October 29, 2024, be adopted and passed; and

Further That the said By-law be signed by the Mayor and Clerk and sealed with the seal of the Corporation.

**Carried**

**8. Adjournment**

**Motion:**

Moved by

Seconded by

That the October 29, 2024, Special Meeting of Council adjourn at 4:26 p.m.

**Carried**

Ron Gervais  
Mayor

Victoria Charbonneau  
Municipal Clerk

# Draft Planning & Development Committee Meeting

Council Chambers  
Pembroke, Ontario  
October 1, 2024  
6:14 p.m.

## 1. Call to Order

### Present:

Councillor Jacyno, Chair  
Mayor Gervais  
Deputy Mayor Abdallah  
Councillor Kuehl  
Councillor Purcell

### Regrets:

Councillor Lafreniere  
Councillor Plummer

### Also, Present:

David Unrau, Chief Administrative Officer  
Victoria Charbonneau, Municipal Clerk  
Colleen Sauriol, Director of Planning, Building and By-law Enforcement  
Heather Sutherland, Economic Development and Communications Officer

Councillor Jacyno called the meeting to order at 6:14 p.m.

## 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 Planning & Development Committee meeting of October 1, 2024, be approved as circulated.

### Carried

## 4. Presentations/Delegations

### a. Terry Fox Run Update

Pembroke Legion Branch 72 President Stan Halliday was in attendance to provide Committee with an update on the Terry Fox Run. Mayor Gervais presented Mr. Halliday with the Mayor's Award in appreciation for his many years of dedicated service to the community.

### b. Algonquin College Update

Mr. Jamie Bramburger, Algonquin College Pembroke Waterfront Campus, Interim Dean, and Jodi Bucholtz, Manager – Local Immigration Partnership, Lanark and Renfrew, were in

attendance to present an update on Algonquin College.

### **New Business**

- a. By-law Enforcement Request – 58 Pembroke Street West, 120 Lake Street 227 Lake Street and 185 Prince Street – Synercapital

Ms. Sauriol presented the report indicating a by-law would be coming forward at this evening's Council meeting. A discussion was held and the following points were raised:

- It was asked if there were any concerns regarding having the position installed. The response included that no issues were anticipated as there is training provided beforehand and similar programs are currently in effect on other properties without any significant concerns.
- 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.

- b. Waterfront Development Next Steps

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

- It was discussed that a consultant has expertise that can provide multiple options for leased land property development that will articulate a strategy that Council agrees upon
- Council expressed concerns regarding financing a consultant to do work when there may be expertise in the community that could be leveraged through an ad hoc committee.

### **Motion:**

Moved by Councillor Kuehl

Seconded by Mayor Gervais

That the Planning and Development Committee direct staff to develop an Ad Hoc Waterfront Development Committee to structure an expression of interest for City owned property at the Waterfront Park.

### **Carried**

- c. Declaration of Surplus Lands

Ms. Sutherland presented the information report indicating that a resolution would be coming forward to this evening's Council meeting.

- d. Warming Center 2024-2025

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

- Expressed concerns regarding the overall management plan and allocation of funding for the warming centres without more details in a plan
- More clarity is needed for the budgeting and location details
- The requirement for increased proactive planning and organization of the initiative.

### **Motion #1:**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Kuehl

To appoint Mayor Ron Gervais and Councillor Troy Purcell to the County of Renfrew Warming Center Ad-Hoc Committee.

**Motion #2:**

Moved by Deputy Mayor Abdallah

Seconded by Councillor Kuehl

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

**Tabled**

**5. Adjournment**

**Motion:**

Moved by Councillor Kuehl

Seconded by Deputy Mayor Abdallah

That the Planning & Development Committee meeting of October 1, 2024, adjourn at 7:39 p.m.

**Carried**

# Draft Finance and Administration Committee Meeting Minutes

Council Chambers  
Pembroke, Ontario  
October 1, 2024  
7:44 p.m.

## 1. Call to Order

### Present:

Deputy Mayor Abdallah, Chair  
Mayor Gervais  
Councillor Jacyno  
Councillor Kuehl  
Councillor Purcell

### Regrets:

Councillor Lafreniere  
Councillor Plummer

### Also Present:

Dave Unrau, Chief Administrative Officer  
Victoria Charbonneau, Municipal Clerk  
Chief Scott Selle, Pembroke Fire Department

Deputy Mayor Abdallah called the meeting to order at 7:44 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 Purcell

Seconded by Councillor Kuehl

That the agenda of the Finance & Administration Committee meeting of October 1, 2024, be approved as circulated.

### Carried

## 4. Approval of Minutes

- Finance and Administration Committee – September 3, 2024

### Motion:

Moved by Councillor Kuehl

Seconded by Councillor Jacyno

That the minutes of the Finance and Administration Committee meeting of September 3, 2024, be approved as circulated.

### Carried

## 5. Business Arising from Minutes

There was no business arising from the minutes.

## **6. New Business**

### **a. PFD Monthly Report August 2024**

Chief Selle presented the information report (attached in the Finance and Administration Committee agenda package dated October 1, 2024).

### **b. Aerial Fire Truck Fire Service Agreement with the Town of Petawawa**

Chief Selle presented the report. A discussion was held and the following points were raised:

- The changes presented by council in the updated agreement were done so in the interest of protection of liability and equipment for the City of Pembroke
- Question of provision of services in the interim until agreement reach were raised
- Clarified that the interim motion of assistance would be withdrawn along with the agreement.

**Direction:** That the CAO be directed to draft and send correspondence to Town of Petawawa outlining the withdraw of the Aerial Fire Truck Service agreement and subsequent motion of interim assistance from July 2024.

**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Finance and Administration Committee withdraw the proposed Aerial Fire Service Agreement with the Town of Petawawa, as presented.

## **7. Adjournment**

**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Finance and Administration Committee meeting of October 1, 2024, adjourn at 8:07 p.m.

**Carried**



# Draft Striking Committee Meeting

Council Chambers  
Pembroke, Ontario  
August 13, 2024  
7:48 p.m.

## 1. Call to Order

### Present:

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

### Also, Present:

Angela Lochtie Treasurer/Deputy Clerk  
Victoria Charbonneau, Municipal Clerk  
Colleen Sauriol, Director Planning, Building and By-law Enforcement  
Heather Sutherland, Economic Development/Communications Officer

Mayor Gervais called the meeting to order at 7:48 p.m.

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

There were no pecuniary interests declared.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Deputy Mayor Abdallah  
Seconded by Councillor Kuehl

That the agenda of the Striking Committee meeting of August 13, 2024, be approved as circulated.

**Carried**

## 4. Approval of Minutes

### Motion:

Moved by Councillor Jacyno  
Seconded by Councillor Kuehl

That the minutes of the Striking Committee meeting of July 16, 2024 be approved as circulated.

**Carried**

## 5. Business Arising for Minutes

There was no business arising from the minutes.

**6. Closed Session – 7:48 p.m.****Motion:**

Moved by Councillor Plummer

Seconded by Deputy Mayor Abdallah

That this meeting become a closed meeting to discuss personal matters about identifiable individuals, including municipal or local board employees, as per Section 29(2)(b) to discuss membership changes to the Pembroke Economic Development Advisory Committee; and to appoint members to the Transit Steering Committee.

**Carried**

**7. Business Arising from Closed Session – 8:20 p.m.**

The Chair indicated that a Striking Committee in Caucus was held to discuss personal matters about identifiable individuals, including municipal or local board employees, as per Section 239(2)(b) to discuss membership changes to the Pembroke Economic Development Advisory Committee; and to appoint members to the Transit Steering Committee. The Chair indicated that there were no pecuniary interests declared in closed session. A report was presented concerning PEDAC membership changes and Transit Steering Committee appointments. The decision made in closed will be presented in a report under New Business (8.a and b) on the Striking Committee agenda dated August 13, 2024.

**8. New Business****a. Pembroke Economic Development Advisory Committee Vacancies**

Ms. Lochtie presented and reviewed the report.

**Motion:**

Moved by Councillor Jacyno

Seconded by Councillor Plummer

That the Striking Committee recommends to Council that Pembroke Economic Development Advisory Committee remove a member as per the Terms of Reference.

Furthermore, that staff are directed to advertise up to two vacancies until the end of the current term of Council ending November 16, 2026.

**Carried**

**b. Transit Steering Committee Vacancies**

Ms. Lochtie presented and reviewed the report.

**Motion:**

Moved by Councillor Purcell

Seconded by Councillor Lafreniere

That the Striking Committee recommends to Council that Ankit Vyas, Stephen Boldt, Chad Leduc-Smith, Sean Turner, Ted Moryto be appointed to the Transit Steering Committee under the General Public User category and that Mayor Gervais, Deputy Mayor Abdallah and Councillor Jacyno be appointed to the Transit Steering Committee as Council members.

**Carried**

**9. Adjournment****Motion:**

Moved by Councillor Kuehl

Seconded by Deputy Mayor Abdallah

That the Striking Committee meeting of August 13, 2024, adjourn at 9:40 p.m.

**Carried**



# Pembroke Public Library Board Meeting Minutes

Thursday, September 19, 2024  
5:30 pm

**Members Present:** Justin Jeffrey, Wendy Hewitt, Renelle Charron, Brian Abdallah

**Members Present via Zoom:** Mike Popke (joined at 5:54pm)

**Excused (with notice):** Ronald Gervais

**Absent (without notice):** Bill Halkett

**Staff:** Karthi Rajamani, CEO

**Board Minutes:** Sara Thibeault

Also in attendance: Kevin Mitchell from the Baker Tilly accounting firm in Pembroke. Mr. Mitchell presented and reviewed the auditor's report for the Pembroke Public Library's 2023 finances.

## 1. Call to Order:

- The meeting was called to order at 5:35pm.

## 2. Land Acknowledgement:

- Brian Abdallah read the Land Acknowledgement.

## 3. Approval of Agenda

**MOTION:** To approve the Agenda:

**#24:28 M/ Wendy Hewitt, S/ Renelle Charron. CARRIED.**

## 4. Approval of Minutes:

**MOTION:** To approve the minutes of the Board Meeting held on June 20, 2024:

**#24:29 M/ Mike Popke, S/ Renelle Charron. CARRIED.**

## 5. Conflict of Interest: None

6. **Business Arising from Minutes:** None

7. **Correspondence:**

- Following an email from Ashley Perrier, City of Pembroke accounting clerk, Karthi requested the revision of a motion made on December 14, 2023.

**MOTION:** To revise Motion #23:49, which was made by Justin Jeffrey and seconded by Renelle Charron:

**#24:30 M/ Justin Jeffrey, S/ Renelle Charron. CARRIED.**

**MOTION:** To transfer the funds earmarked in Anne-Marie Giroux's name from the Library Contingency Reserves account (# 50-999-0590-7916) to the Bequest Reserve account (# 60-999-0590-7918):

**#24:31 M/ Renelle Charron, S/ Wendy Hewitt. CARRIED.**

- Karthi received some questions from City of Pembroke staff regarding the library building's lease, as well as requesting a decision on which parties should be responsible for capital expenses.

The creation of a subcommittee was suggested to discuss the lease amount and endeavour to avoid future issues.

Another suggestion was made to secure the services of a new lawyer to review the lease agreement and advise the Board on commercial leases.

**MOTION:** To appoint a Lease Subcommittee composed of Justin Jeffrey, Mike Popke, Wendy Hewitt, and Renelle Charron:

**#24:32 M/ Justin Jeffrey, S/ Wendy Hewitt. CARRIED.**

8. **Board Chair Report:**

- Brian commented on the library bench issues addressed at the June 20, 2024 Library Board meeting. Despite several telephone calls and a meeting with the City's CAO and by-law officer, there has been no official resolution to these ongoing issues.

- Brian recounted the repeated vandalism of the library's telephone wires that
- occurred, this past summer, which cost the library several hundred dollars in repairs.
- He congratulated Karthi, library staff, and volunteers on the very successful book sale that was held back in June.
- He volunteered to become the Library Board's Property Chair, in lieu of Troy Purcell.

#### 9. CEO Report:

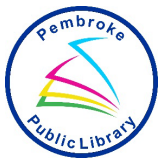
- Karthi gave Board Members her yearly CEO Report. This year marks the 8<sup>th</sup> anniversary of her tenure as CEO.  
Her report mentioned the library's awards, programming, public representation, HR strategies, accounting and business management, as well as property management.
- She mentioned being on the lookout for quality employee recommendations from the Algonquin College Employment Centre to add to the library staff.

#### 10. Financial Report:

- Board Members received the auditor's report.  
**MOTION:** To approve the auditor's 2023 financial report:  
**#24:33 M/ Justin Jeffrey, S/ Wendy Hewitt. CARRIED.**  
**MOTION:** To appoint the Baker Tilly accounting firm as the auditor for the 2024 financial year:  
**#24:34 M/ Justin Jeffrey, S/ Mike Popke. CARRIED.**

#### 11. Property Report:

- Brian mentioned the ongoing search for quotes for the window renovations; he has decided he will wait for questions surrounding the library's lease to be resolved before going forward.
- In August, Brian had a contractor provide him with a quote for the cement work to be done around the property; he will also look into getting additional quotes.



- Renelle suggested combining the two small bathrooms in the kids' department into one large, accessible one; this renovation would help boost the library's grade in future accreditation audits.

**12. Policies:** None

**13. In-Camera Session:**

**MOTION:** That the Board move into an in-camera session:

**#24:35 M/ Justin Jeffrey, S/ Wendy Hewitt. CARRIED.**

**MOTION:** That the Board move to end the in-camera session:

**#24:37 M/ Justin Jeffrey, S/ Renelle Charron. CARRIED.**

**14. Acceptance of All Reports:**

**MOTION:** To accept all reports:

**#24:38 M/ Wendy Hewitt, S/ Renelle Charron. CARRIED.**

**15. New Business:** None

**16. Adjournment:** Approximately 7:34pm.

**MOTION:** To adjourn:

**#24:39 M/ Justin Jeffrey, S/ Mike Popke. CARRIED.**

**17. Next Meeting:** Thursday, October 17, 2024 at 6:00pm.

**Board Chair**

Brian Abdallah

**CEO**

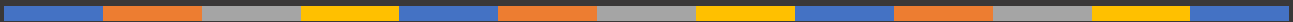
Karthi Rajamani



# MONTHLY REPORT SEPTEMBER 2024



## PEMBROKE PUBLIC LIBRARY







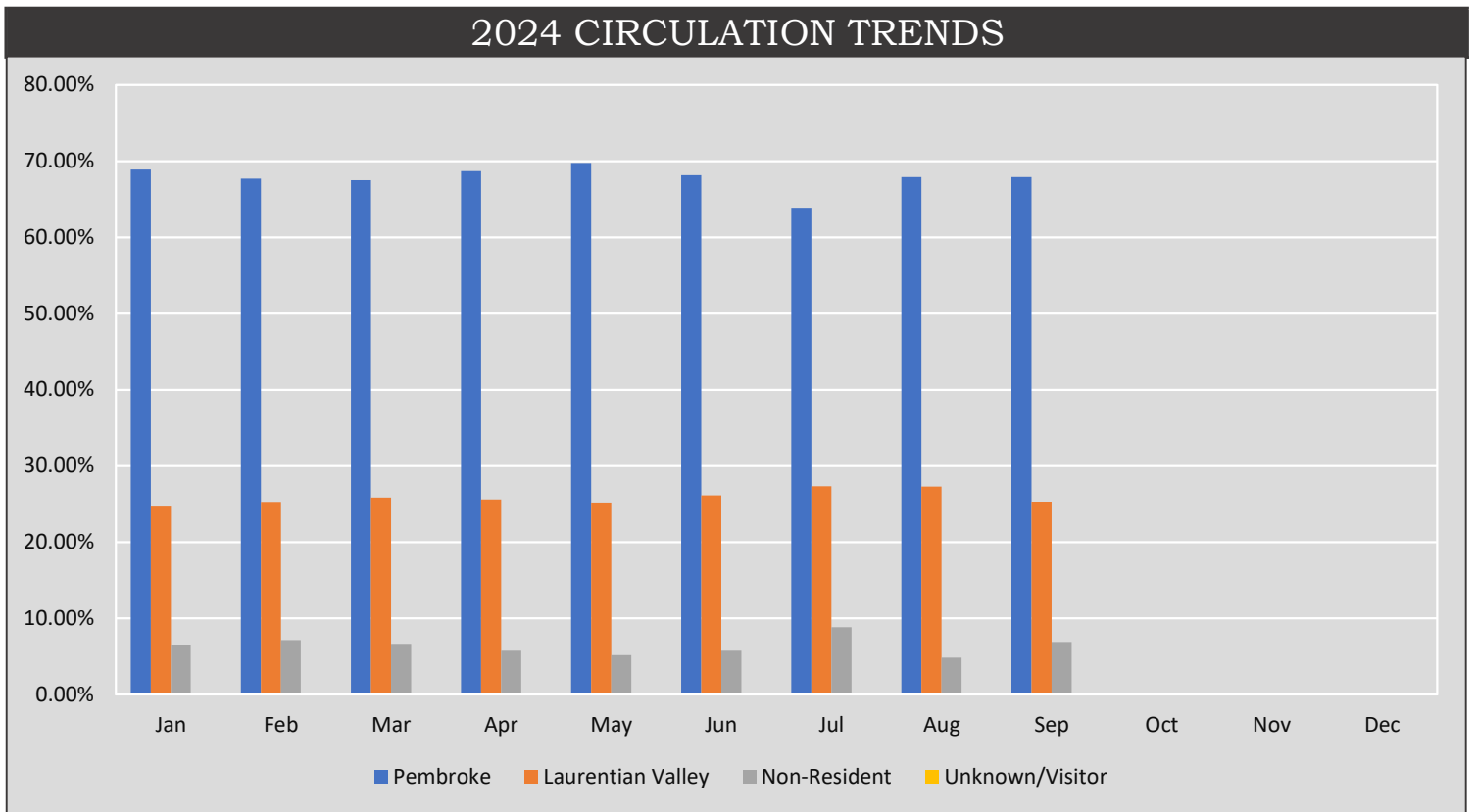
# Circulation

THIS MONTH			
	Usage	Percentage	
Pembroke	4,341	67.88%	
Laurentian Valley	1,614	25.24%	
Non-Resident	440	6.88%	
Unknown/Visitor	0	0.00%	
<b>TOTAL</b>	<b>6,395</b>	<b>100.00%</b>	

2024

THIS MONTH LAST YEAR			
	Usage	Percentage	
Pembroke	3,897	66.11%	
Laurentian Valley	1,517	25.73%	
Non-Resident	480	8.14%	
Unknown/Visitor	1	0.02%	
<b>TOTAL</b>	<b>5,895</b>	<b>100.00%</b>	

2023

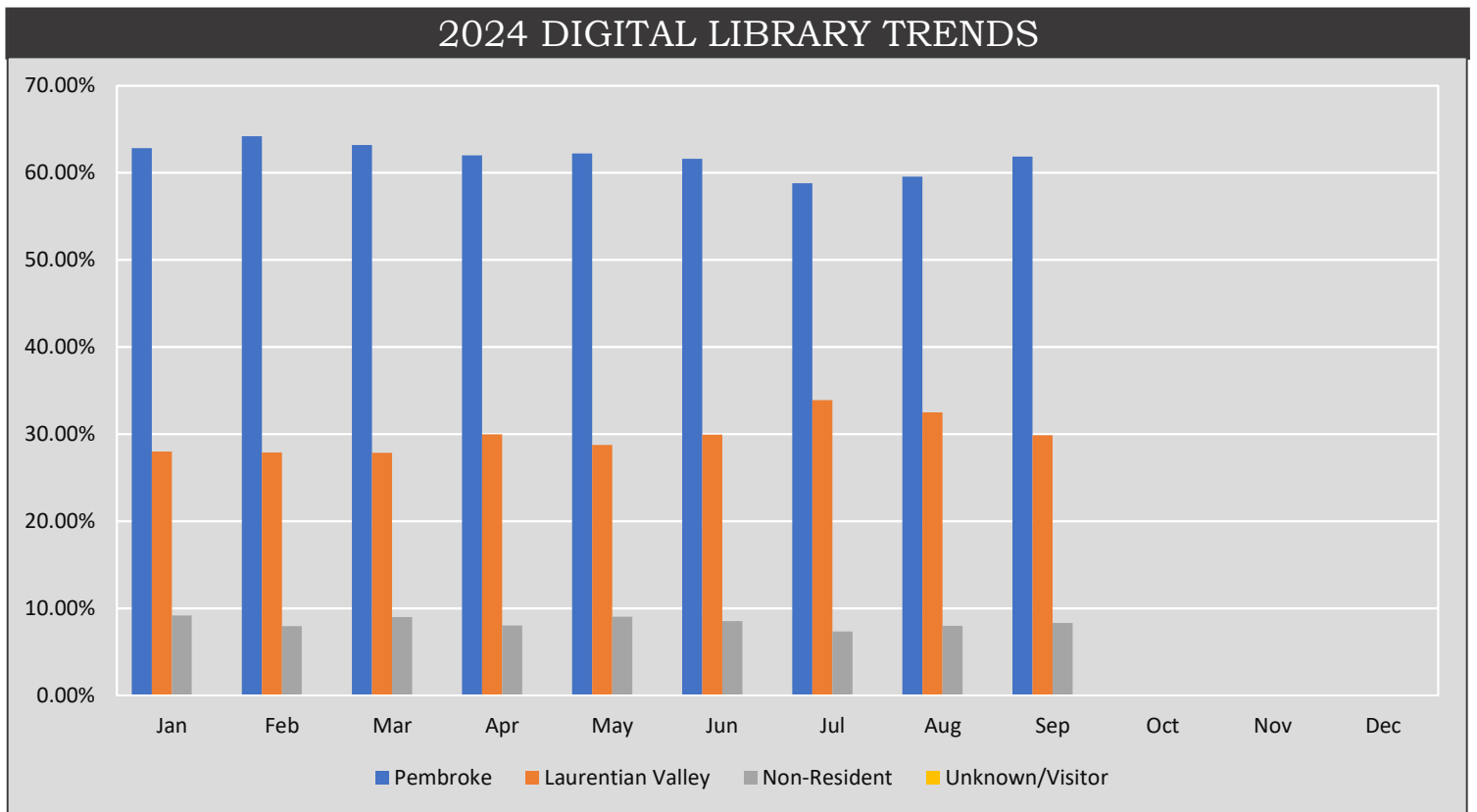


2024 CIRCULATION TRENDS												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pembroke	68.90%	67.70%	67.49%	68.66%	69.76%	68.14%	63.86%	67.89%	67.88%	0.00%	0.00%	0.00%
Laurentian Valley	24.66%	25.16%	25.87%	25.59%	25.08%	26.13%	27.33%	27.28%	25.24%	0.00%	0.00%	0.00%
Non-Resident	6.44%	7.14%	6.64%	5.75%	5.16%	5.73%	8.81%	4.83%	6.88%	0.00%	0.00%	0.00%
Unknown/Visitor	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>



THIS MONTH			
	Usage	Percentage	
Pembroke	1,366	61.87%	
Laurentian Valley	659	29.85%	
Non-Resident	183	8.28%	
Unknown/Visitor	0	0.00%	
<b>TOTAL</b>	<b>2,208</b>	<b>100.00%</b>	

THIS MONTH LAST YEAR			
	Usage	Percentage	
Pembroke	1,091	54.39%	
Laurentian Valley	713	35.54%	
Non-Resident	202	10.07%	
Unknown/Visitor	0	0.00%	
<b>TOTAL</b>	<b>2,006</b>	<b>100.00%</b>	



### 2024 DIGITAL LIBRARY TRENDS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pembroke	62.84%	64.19%	63.18%	62.01%	62.23%	61.59%	58.79%	59.54%	61.87%	0.00%	0.00%	0.00%
Laurentian Valley	27.99%	27.87%	27.84%	29.97%	28.74%	29.91%	33.88%	32.50%	29.85%	0.00%	0.00%	0.00%
Non-Resident	9.17%	7.94%	8.98%	8.02%	9.03%	8.50%	7.33%	7.96%	8.28%	0.00%	0.00%	0.00%
Unknown/Visitor	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>

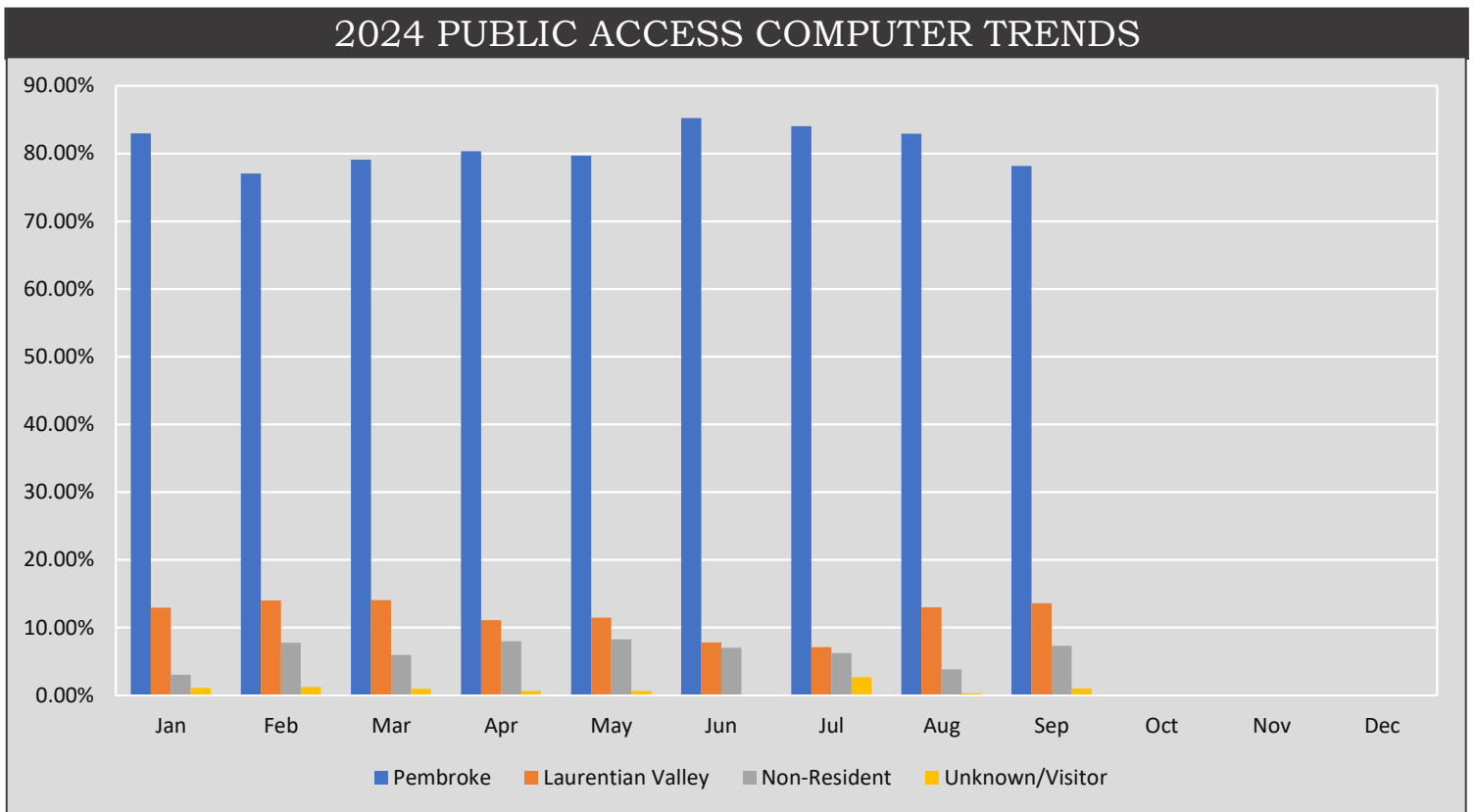


# Public Access Computers

Pembroke Public Library  
 Monthly Report  
 September 2024

THIS MONTH			
	Usage	Percentage	
Pembroke	236	78.15%	
Laurentian Valley	41	13.58%	
Non-Resident	22	7.28%	
Unknown/Visitor	3	0.99%	
<b>TOTAL</b>	<b>302</b>	<b>100.00%</b>	

THIS MONTH LAST YEAR			
	Usage	Percentage	
Pembroke	187	81.66%	
Laurentian Valley	20	8.73%	
Non-Resident	21	9.17%	
Unknown/Visitor	1	0.44%	
<b>TOTAL</b>	<b>229</b>	<b>100.00%</b>	



### 2024 PUBLIC ACCESS COMPUTER TRENDS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pembroke	82.97%	77.02%	79.06%	80.31%	79.68%	85.21%	84.02%	82.91%	78.15%	0.00%	0.00%	0.00%
Laurentian Valley	12.91%	13.98%	14.06%	11.08%	11.43%	7.79%	7.10%	12.97%	13.58%	0.00%	0.00%	0.00%
Non-Resident	3.02%	7.76%	5.94%	8.00%	8.25%	7.00%	6.21%	3.80%	7.28%	0.00%	0.00%	0.00%
Unknown/Visitor	1.10%	1.24%	0.94%	0.61%	0.64%	0.00%	2.67%	0.32%	0.99%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>



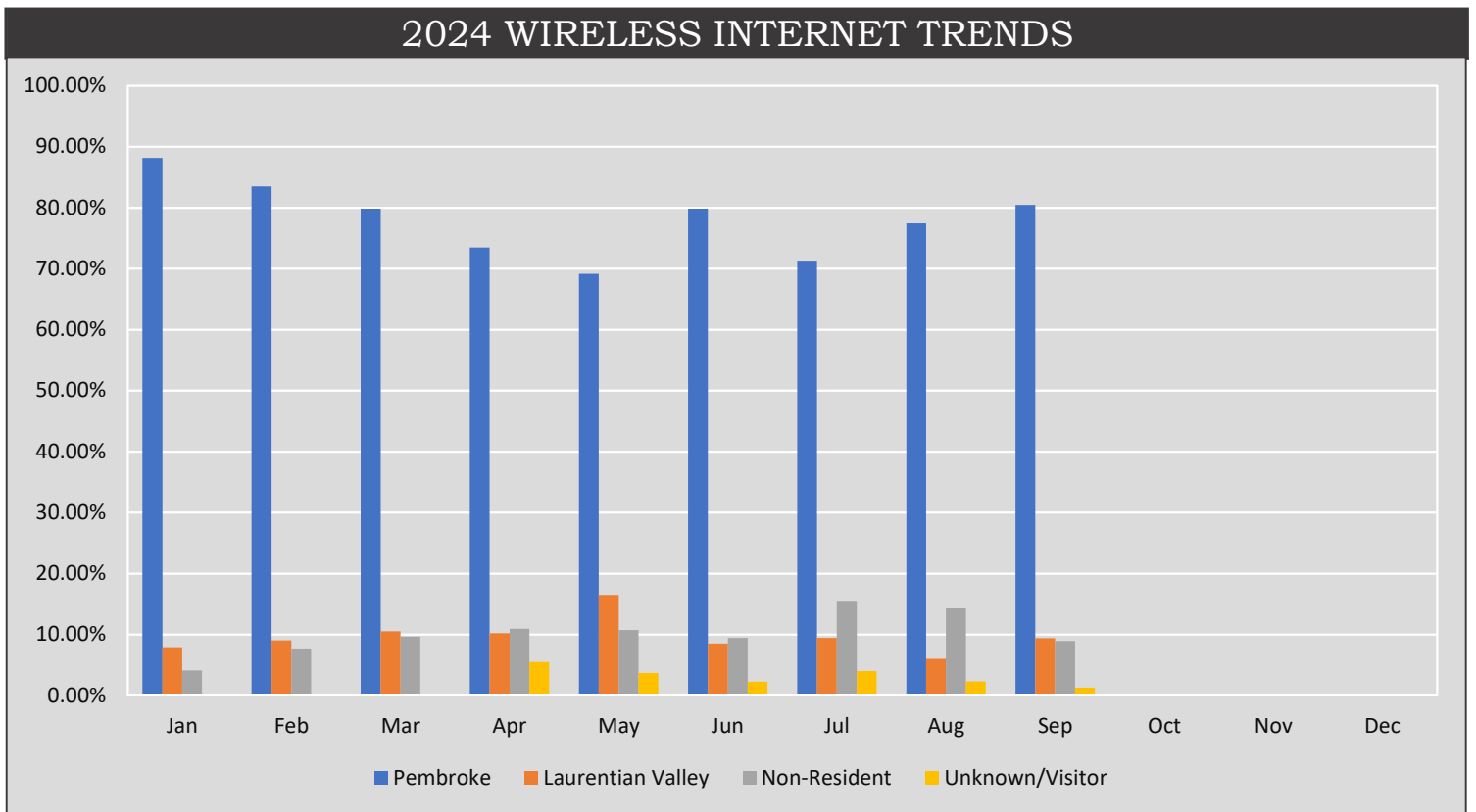
# Wireless Internet

THIS MONTH			
	Usage	Percentage	
Pembroke	189	80.43%	
Laurentian Valley	22	9.36%	
Non-Resident	21	8.94%	
Unknown/Visitor	3	1.27%	
<b>TOTAL</b>	<b>235</b>	<b>100.00%</b>	

2024

THIS MONTH LAST YEAR			
	Usage	Percentage	
Pembroke	123	61.50%	
Laurentian Valley	24	12.00%	
Non-Resident	32	16.00%	
Unknown/Visitor	21	10.50%	
<b>TOTAL</b>	<b>200</b>	<b>100.00%</b>	

2023



### 2024 WIRELESS INTERNET TRENDS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pembroke	88.18%	83.46%	79.82%	73.45%	69.14%	79.82%	71.29%	77.42%	80.43%	0.00%	0.00%	0.00%
Laurentian Valley	7.73%	9.02%	10.53%	10.18%	16.46%	8.52%	9.41%	5.99%	9.36%	0.00%	0.00%	0.00%
Non-Resident	4.09%	7.52%	9.65%	10.91%	10.70%	9.42%	15.34%	14.29%	8.94%	0.00%	0.00%	0.00%
Unknown/Visitor	0.00%	0.00%	0.00%	5.46%	3.70%	2.24%	3.96%	2.30%	1.27%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>



# Program Attendance

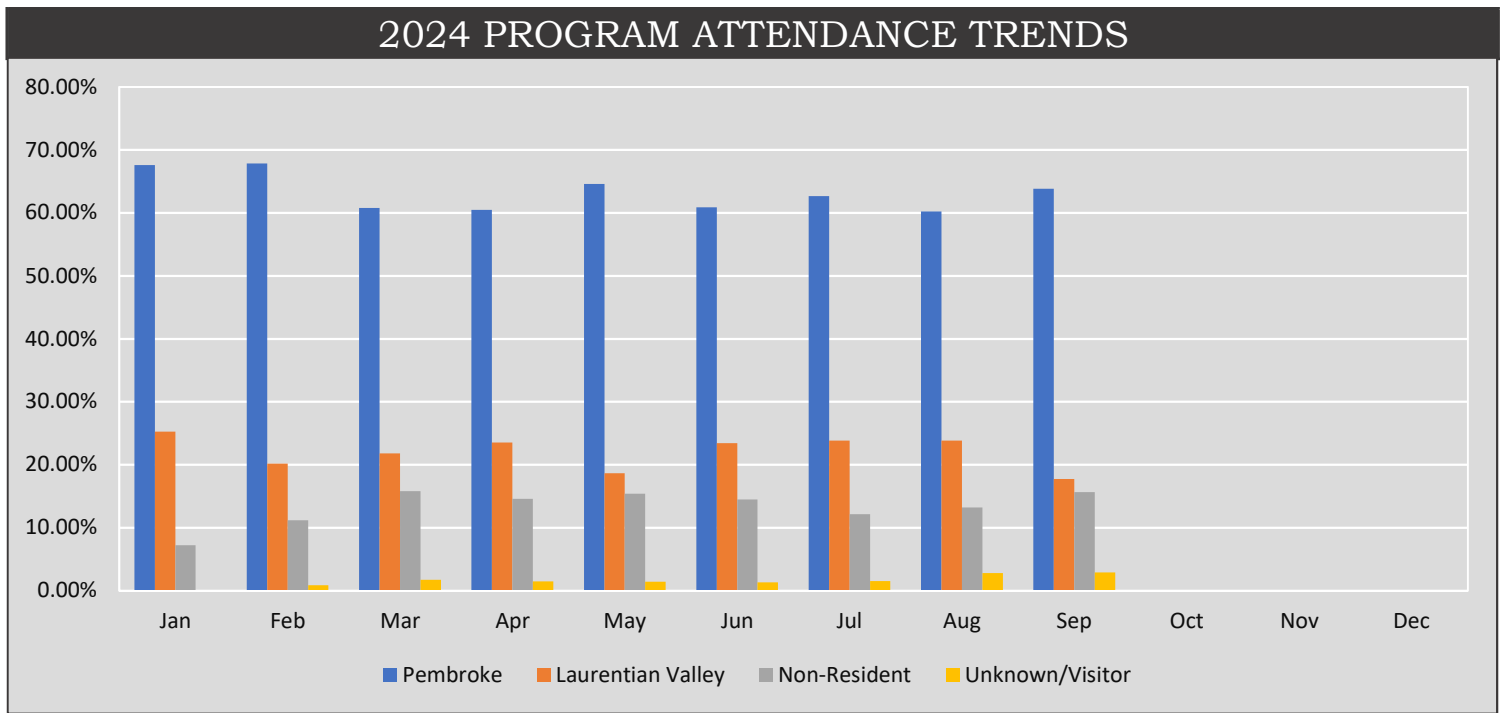
Pembroke Public Library  
 Monthly Report  
 September 2024

THIS MONTH			
Number of Programs	55		
	Usage	Percentage	
Pembroke	425	63.81%	
Laurentian Valley	118	17.72%	
Non-Resident	104	15.62%	
Unknown/Visitor	19	2.85%	
TOTAL	666	100.00%	

2024

THIS MONTH LAST YEAR			
Number of Programs	44		
	Usage	Percentage	
Pembroke	291	79.95%	
Laurentian Valley	45	12.36%	
Non-Resident	25	6.87%	
Unknown/Visitor	3	0.82%	
TOTAL	364	100.00%	

2023



### 2024 PROGRAM ATTENDANCE TRENDS

Number of Programs	49	50	56	68	55	54	68	68	55	0	0	0
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pembroke	67.57%	67.81%	60.75%	60.48%	64.56%	60.88%	62.63%	60.21%	63.81%	0.00%	0.00%	0.00%
Laurentian Valley	25.24%	20.17%	21.76%	23.52%	18.65%	23.40%	23.79%	23.82%	17.72%	0.00%	0.00%	0.00%
Non-Resident	7.19%	11.16%	15.80%	14.55%	15.38%	14.44%	12.10%	13.18%	15.62%	0.00%	0.00%	0.00%
Unknown/Visitor	0.00%	0.86%	1.69%	1.45%	1.41%	1.28%	1.48%	2.79%	2.85%	0.00%	0.00%	0.00%
TOTAL	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%	0.00%	0.00%



# Collection Usage

Pembroke Public Library  
Monthly Report  
September 2024

## LIBRARY MATERIAL CIRCULATION

	September 2023	September 2024
Adult Books Fiction	1,590	1,637
Adult Books Non-Fiction	534	461
Children's Books Fiction	2,037	2,163
Children's Books Non-Fiction	495	658
ILL-Borrowed	30	155
ILL-Lent	130	117
Magazines	130	147
Talking Books	262	209
DVDs/Blu-Rays	646	928
CDs	34	6
Computers, Laptops & Equipment	230	302
Instruments & Passes	24	28
<b>TOTAL</b>	<b>6,142</b>	<b>6,811</b>

## IN-LIBRARY MATERIAL USAGE

	September 2023	September 2024
Books Used In-Library	359	598
<b>TOTAL</b>	<b>359</b>	<b>598</b>

## DIGITAL LIBRARY CIRCULATION

	September 2023	September 2024
Hoopla eAudiobook	63	62
Hoopla Comic Book	2	8
Hoopla eBook	79	66
Hoopla Movie	12	10
Hoopla Music	0	3
Hoopla Television	13	0
OverDrive eAudiobook	533	550
OverDrive eBook	1,021	1,127
OverDrive eMagazine	293	382
<b>TOTAL</b>	<b>1,723</b>	<b>1,826</b>

## DATABASE USAGE

	September 2023	September 2024
Ancestry	35	0
AtoZ World Food	0	13
AtoZ World Travel	17	0
CreativeBug	8	4
Early Learning	0	0
Mango Languages	60	64
Tumblebook	77	63
SIRS Discoverer	0	0
World Book	16	6
CBC Corner	16	25
Other	0	0
<b>TOTAL</b>	<b>229</b>	<b>175</b>



# Collection Management

Pembroke Public Library  
Monthly Report  
September 2024

## MATERIALS CATALOGUED

	September 2023	September 2024
Adult Books Fiction	28	127
Children's Books Fiction	39	40
Magazines	43	42
Talking Books	7	11
DVDs/Blu-Rays/CDs	9	33
Special Collections	1	0
Computers & Laptops	0	0
Instruments, Equipment, & Passes	0	0
<b>TOTAL</b>	<b>127</b>	<b>253</b>

## MATERIALS MENDED

	September 2023	September 2024
A/V Material	2	2
Books & Talking Books	46	35
<b>TOTAL</b>	<b>48</b>	<b>37</b>

## MATERIALS WITHDRAWN

	September 2023	September 2024
Books & Talking Books	230	247
A/V Material	1	14
Magazines	41	0
<b>TOTAL</b>	<b>272</b>	<b>261</b>



## NEW REGISTRATIONS

	September 2023	September 2024
Adult Department	50	47
Children's Department	9	3
<b>TOTAL</b>	<b>59</b>	<b>50</b>

## REFERENCES

	September 2023	September 2024
Adult Department	1,501	1,695
Children's Department	726	880
ILL Searches	318	523

## ACCESSIBILITY SERVICES

	September 2023	September 2024
Extension Deliveries	67	75
Extension Items Delivered	329	261
CELA Registrations	0	1
CELA Circulation	119	186

## COMMUNITY SERVICES

	September 2023	September 2024
Outreach Events	4	3
Outreach Participants	63	84
Class Visits	0	1
Class Visit Participants	0	10
Educator Pre-Selections	0	0
Educator Items Selected	0	0
Tutors	17	18
Tutored Students	53	81

## SOCIAL MEDIA MARKETING

	September 2023	September 2024
Website Page Views	4,546	11,010
Facebook Reach	17,068	10,571
Instagram Reach	192	385





# Financial Report

Pembroke Public Library  
Monthly Report  
September 2024

## DEPOSIT INFORMATION

	September 2023	September 2024
Float	\$100.00	\$100.00
Fines - Adult Department	\$273.20	\$265.75
Fines - A/V	\$21.00	\$33.00
Lost Books	\$17.00	\$113.00
Fines - Children's Department	\$129.70	\$172.14
Non-Resident Fee	\$405.00	\$220.00
Print/Copy/Fax	\$407.85	\$354.95
Donations	\$10.00	\$40.00
Fundraising Donations	\$550.65	\$139.20
<b>TOTAL</b>	<b>\$1,914.40</b>	<b>\$1,438.04</b>
Deposits	\$1,814.40	\$1,338.04
Cash Carried Over	\$100.00	\$100.00
<b>TOTAL</b>	<b>\$1,914.40</b>	<b>\$1,438.04</b>

## PETTY CASH EXPENDITURES

	September 2023	September 2024
Audio/Video	\$0.00	\$0.00
Board Expenses	\$0.00	\$0.00
Books	\$0.00	\$0.00
Conferences & Training	\$0.00	\$48.00
General Maintenance	\$12.99	\$0.00
Office Equipment & Maintenance	\$0.00	\$0.00
Office Supplies	\$55.85	\$0.00
Postage	\$0.00	\$0.00
Programming & Outreach	\$80.74	\$86.95
Other	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$149.58</b>	<b>\$134.95</b>

## FINES WAIVED

	September 2023	September 2024
Fines Waived	\$65.65	\$89.55
<b>TOTAL</b>	<b>\$65.65</b>	<b>\$89.55</b>



## Ottawa Valley Waste Management Board Minutes April 25, 2024

A meeting of the above Board was held at 4:30 p.m. on the above date, with the following persons in attendance:

### **Ottawa Valley Waste Management Board:**

Steve Bennett, Chairperson, Township of Laurentian Valley  
Murray Rutz, Member, Town of Petawawa  
James Brose, Member, Township of North Algona Wilberforce

### **Ottawa Valley Waste Recovery Centre:**

Laurie Benjamin, General Manager  
Daniel Burke  
Elizabeth Graham, Communications and Special Waste Supervisor  
Ron McMillan, Operations Supervisor

### **Regrets:**

Andrew Plummer, Vice-Chairperson, City of Pembroke

Chairperson Steve Bennett, called the meeting to order at 4:20 p.m.

### **Quorum**

The attendance of at least two-thirds of the members of the Board representing the parties hereto shall constitute a quorum at the Board meeting. A quorum is in attendance for today's meeting.

### **Votes**

For today's meeting the total number of votes is 9, all matters coming before the Board for approval or consideration shall be decided by a majority vote of greater than 50% of the total votes taken regarding any matter before the Board for decision where such majority vote represents a majority vote of greater than 50% of the parties voting.

### **1. Approval of April 25, 2024 Meeting Agenda**

**Moved by:** James Brose

**Seconded by:** Murray Rutz

That the April 25, 2024 agenda be approved as presented.

**Carried**

Chairperson Steve Bennett welcomed Murray Rutz to the Board as the new Town of Petawawa representative.

### **2. Declaration of Pecuniary Interest**

None.

**3. Approval of March 7, 2024 Meeting Minutes**

**Moved by:** James Brose

**Seconded by:** Murray Rutz

That the Minutes of March 7, 2024 meeting be adopted as presented.

**Carried**

**4. Quarterly Tonnage Reports**

This report was presented for information purposes only.

**5. Quarterly Financial Reports (Report 24-A-06)**

This report was presented for information purposes only.

**6. Lighting Agreement (Report 24-A-07)**

This report was presented for information purposes only.

**7. Corporate Policies**

**7a. Policy B-09 – Mileage Allowance and Policy F-02 – Professional Development (Report 24-A-08)**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy B-09, Milage Allowance and Policy F-02 – Professional Development to be adjusted \$30 lunch.

**Moved by:** James Brose

**Seconded by:** Murray Rutz

**Carried**

**7b. Policy M-01 - Procurement**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy M-01, Procurement.

**Moved by:** Murray Rutz

**Seconded by:** James Brose

**Carried**

**8. Tenders**

**8a. Bulky Waste Processing (Report 24-A-09)**

A resolution was passed:

**Resolution**

**That:**

The Board approve Nad-Core Environmental the contract to shred an estimated 740 tonnes of bulky waste materials in 2024 at a net cost of \$88,076.00.

**Moved by:** Murray Rutz

**Seconded by:** James Brose

**Carried**

**8b. Pavement and Concrete Repairs (Report 24-A-10)**

A resolution was passed:

**Resolution**

**That:**

The Board approve Tender # 2024-02 to Greenwood Paving (Pembroke) Ltd. For the reconstruction and expansion of the site's main entrance, the reconstruction of a second stream scale re-entry and removal and reinstatement of the concrete barrier curb in the main parking lot at a total cost of \$89,744.00 plus HST.

**Moved by:** James Brose

**Seconded by:** Murray Rutz

**Carried**

**9. Landfill Expansion & Leachate Treatment System Update**

Staff provided an update on landfill expansion and leachate treatment system approvals.

**10. Information Items**

a. Joint Municipal Press Release, Collection Schedules, March 11, 2024

b. PLC Meeting Minutes, March 19, 2024

c. Joint Municipal Press Release, Leaf & Yard Waste, April 17, 2024

**11. Next Meeting**

Call of the Chair.

**Motion to Conclude**

**Moved by:** Murray Rutz

**Seconded by:** James Brose

**Carried**

Meeting concluded at 4:57 p.m.

Minutes Prepared By: Elizabeth Graham

Distribution: All Present  
CAO's/Treasurers  
Welch & Company



## The Corporation of the City of Pembroke Pembroke, Ontario

Date: 2024-11-05

Resolution No: 2024-025

Moved by:

Seconded by:

**Whereas** in June 2022 the Culleton, Kuzyk, and Warmerdam inquest (The Renfrew Inquest) issued 86 recommendations to the province of Ontario on Intimate Partner Violence with the #1 recommendation of the inquest is for the Province of Ontario to declare Intimate Partner Violence an epidemic; and

**Whereas** every six days in Canada a woman is killed by her intimate partner, with rural areas seeing an increased risk of Intimate Partner Violence. In 2023, 293 domestic violence investigations were led by the OPP in the City of Pembroke, up from 248 incidents in 2022. In this past year in Ontario, 52 woman or one every week, were victims of femicide; and

**Whereas** violence against women costs the national justice system, health care systems, social services agencies, and municipalities billions of dollars per year, and municipalities are on the front lines in addressing gender-based violence; and

**Whereas** the Council of the Corporation of the City of Pembroke has recognized that issues of violence against woman are of local importance to the health and wellness of our residents, and has demonstrated this by including it as a pillar in our Community Safety and Well-Being Plan.

**Therefore Be It Resolved That** the Council of the Corporation of the City of Pembroke declares, in accordance with Recommendation #1 of the Renfrew Inquest, that Intimate Partner Violence and Violence against woman are epidemics; and recognizes that:

- The Renfrew Inquest is important to all communities;
- Council is committed to engaging with community partners to educate and support our residents about the seriousness and long-term consequences of gender-based violence in our community.

**And Be It Further Resolved That** this resolution be sent to the Premier of Ontario, Minister of Children, Community and Social Services, Associate Minister of Women's Social and Economic Opportunity; Association of Municipalities (AMO); and the Federation of Canadian Municipalities

**Carried**

Mayor

**The Corporation of the City of Pembroke**

**Confirming By-law Number 26-2024**

**Being a By-law to confirm the proceedings of the Regular Meeting of the Council of the City of Pembroke at the meeting held on the fifth day of November 2024**

Whereas Section 5(1) of the *Municipal Act, 2001*, as amended, provides that the powers of a municipality shall be exercised by its council; and

Whereas Section 5(3) of the *Municipal Act*, as amended, provides that the powers of every Council are to be exercised by by-law; and

Whereas it is deemed expedient that the proceedings of the Council of the City of Pembroke at this meeting be confirmed and adopted by by-law.

Therefore, the Council of the City of Pembroke enacts as follows:

1. That all actions of the Council of the City of Pembroke at its meeting of November 5<sup>th</sup>, 2024, in respect of each report, motion, resolution or other action, passed and/or taken by the Council at its meeting, is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this by-law; and
2. That the Mayor and appropriate officials of the City of Pembroke are hereby authorized and directed to do all things necessary to give effect to the said action and to obtain approvals where required, and to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the City of Pembroke to all such documents.
3. That this By-law shall come into force and take effect upon the passing thereof.

**Passed and Enacted This 5<sup>th</sup> Day of November 2024**

Ron Gervais  
Mayor

Victoria Charbonneau  
Municipal Clerk