



Agenda

Planning and Development Committee

Chair: Councillor Jacyno
Tuesday, April 1, 2025
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. **Approval of Minutes**
 - Planning and Development Committee – February 4, 2025
5. **Business Arising from Minutes**
6. **Presentation and Delegations**
 - a. Renfrew County Catholic District School Board (RCCDSB) – Horace Street Second Entrance
Bob Schreader, RCCDSB Chairperson.
7. **New Business**
 - a. RCCDSB – Horace Street Second Entrance – CAO Unrau
 - b. PFD Monthly Report – March – Chief Selle
 - c. By-law Enforcement Request – 58 Pembroke Street West, 120 Lake Street, 227 Lake Street & 185 Prince Street - Synercapital – Director Sauriol
 - d. Three-Year Extension – Brundage Farm Division – Bearinvest Ltd.(Formerly Burcom Developments Inc.) – Director Sauriol
8. **Adjournment**

Draft Planning & Development Committee Meeting

Council Chambers
Pembroke, Ontario
February 4, 2025
7:00 p.m.

1. Call to Order

Present:

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

Regrets:

Also, Present:

David Unrau, Chief Administrative Officer
Victoria Charbonneau, Municipal Clerk
Colleen Sauriol, Director of Planning, Building and By-law Enforcement
Jordan Durocher, Director of Parks and Recreation
Chief Scott Selle, Pembroke Fire Department

Councillor Jacyno called the meeting to order at 7:01 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

Resolution: PD25-02-01

Moved by Councillor Kuehl

Seconded by Councillor Plummer

That the agenda of the Planning & Development Committee meeting of February 4, 2025, be approved as circulated.

Carried

4. Approval of Minutes

Resolution: PD25-02-02

Moved by Mayor Gervais

Seconded by Councillor Plummer

That the minutes of the January 7, 2025, meeting of the Planning and Development Committee be approved as circulated.

Carried

5. Business Arising from Minutes**6. Presentation and Delegations****a. Pembroke Horticultural Society Presentation**

Ellen Vandersleen, Pembroke Horticultural Society President and members of the Pembroke Horticultural Society past President were in attendance:

- In 2024 The Pembroke Horticultural Society celebrated their 100th Anniversary
- A book was compiled to commemorate the milestone anniversary complete with a history of the group from inception to present.
- The Society Presented a copy of the book to Council as a gesture of gratitude for the City's support over the years
- Books are \$25.00 and can be purchased by request at City Hall or through any of the executive of the Society.

7. New Business**a. Revised Report to Prohibit and Regulation Fortification**

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

- Support for the removal of video surveillance provisions in the proposed by-law due to specific wording used, applicable enforcement issues, and overall practicality and feasibility were stated
- Video surveillance used reasonably can be useful through the OPP CAMSAFE program to help improve overall community safety.
- Staff iterated a by-law will be prepared and provided on the February 18th Council agenda

Resolution PD25-02-03

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Planning and Development Committee endorse and recommend to Council the revised by-law to regulate the Fortification of land and to prohibit excessive Fortification of land and to prohibit the application of excessive protective elements to land within the City of Pembroke

Carried

b. Repeal of Parking Agreement at Corner of Lake Street and College Way

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

- Can Parking lot be advertised to enter into a second lease
- Staff would need to be consulted on feasibility and use
- By-law will be brought to the next Council Meeting February 18, 2025

Resolution PD25-02-04

Moved by Mayor Gervais

Seconded by Deputy Mayor Abdallah

That the Planning and Development Committee endorse and recommend to Council the repeal of By-law 2024-62, being a by-law to authorize the entering into of an agreement between 320 Lake St. Inc. and the Corporation of the City of Pembroke

Carried

c. Pool Lifeguard Recruitment and Retention Policy

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

- Questions regarding who would be running the courses and what a lifeguard candidate requires to become certified
- It was responded that the certification courses are planned to be run in house, as historically conducted, and the courses required are listed in the criteria (6 courses).
- It was asked if the need for lifeguards was critical, is there a signing bonus incentive provision in the policy for those already fully certified.
- It was responded that staff will look into this suggestion. In addition, summer students are now placed on a pay scale/grid, this includes lifeguards. Some could be bumped up the grid based on qualifications.
- Recommendation to advertise incentives for qualified lifeguards, and discussion around how to keep the incentives as budget neutral as possible.

Direction: Staff to provide Council with an estimation how much revenue the City loosing by having a fully staffed pool without all the revenues from programs

Resolution PD25-02-05

Moved by Councillor Kuehl

Seconded by Councillor Lafreniere

That the Planning and Development Committee approve staff recommendation of a Pool Lifeguard Recruitment and Retention Policy to enlist and secure lifeguards for continued aquatic programs and services, as presented

Carried

d. Pembroke Fire Department Monthly Report – January 2025

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

- Question regarding Emergency Management, and any partnerships between the City of Pembroke as a single tier municipality and the municipalities within the County of Renfrew structure – approach it from a Regional Perspective
- It was responded that each municipality has their own plan and requirements. As a single tier municipality Pembroke is required to have an Emergency Management plan. Each individual municipality is required to have their own plan
- It was also stated that there is a newly developed CEMC's that are working together to develop some generalized plans that can be considered and utilized regionally
- Participation in joint emergency preparedness activities are valuable as well.

8. Adjournment**Resolution PD25-02-06**

Moved by Councillor Kuehl

Seconded by Councillor Plummer

That the Planning & Development Committee meeting of February 4, 2025, adjourn at 8:15 p.m.

Carried

RCCDSB Bishop Smith CHS Second Entrance Via Horace Street: Proposal

Schools to believe in!

Bishop Smith at a Glance



- Bishop Smith is now a Grades 7 to 12 Secondary School
- The number of students attending Bishop Smith Catholic High School has increased to 1,000 in the last two school years
- Over 100 staff work here each day
- Hosts multiple large-scale events serving the Pembroke and wider community
- Bishop Smith is an identified emergency evacuation centre in the City of Pembroke's Emergency Plan
- The school is also an identified shelter for the Red Cross to be used in the case of large-scale evacuations from other communities



Our Priorities

- Student and staff safety
- Emergency Preparedness
- Improved Traffic Flow to the School and for the Community

Background Information

- BSCH has 1 entrance/exit to the school site through Carmody Street.
- The school and the board would like propose a second entrance.
- Plant administration approached Jp2g Consultants Inc. to discuss the possibility of creating a second access to the school site and prepared preliminary site plans.
- Plant administration met with the City of Pembroke – Operations Dept to discuss the possibility of a second entrance through Horace Street.
- Horace St. access would be the most likely possibility, and the board engaged Jp2g Consultants Inc. to prepare an engineering review of Horace St. access.
- Community Information Session hosted on March 19, 2025 at Bishop Smith Catholic High School

Why Now?

- Recent incidents have highlighted the need for an additional access point to the Bishop Smith Campus
- Only 1 entry to the Campus.
- No emergency access for fire, ambulance or police if the main access was not available.
- Liability exposure.
- Health & safety concerns with traffic/walkers
- Severe traffic congestion on Carmody

Recent Incidents

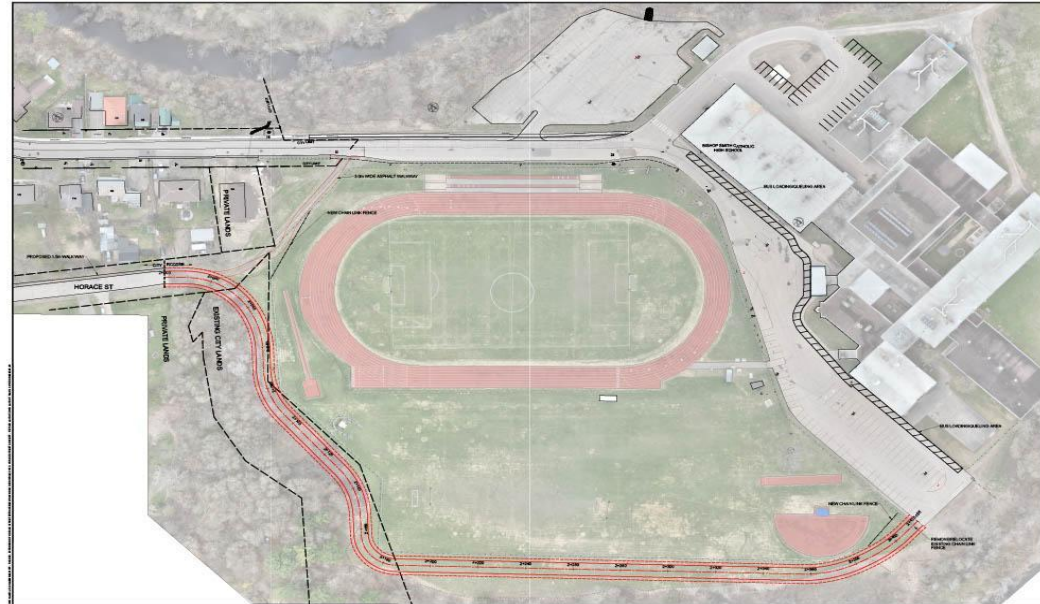
May 2023 - Feeder School Track Meet at Bishop Smith. At the same time, a water main break happened on Carmody Street. Between the visitors to the school and the necessary repair work, there was confusion and unsafe congestion at the campus. This event highlighted the clear need for a second access point.

October 2024 - Fire Alarm at the end of the school day. Fire trucks need to attend and were not able to make their way up Carmody, leading to another confusing and potentially unsafe situation.

December 2024 - Bus and Pedestrian Accident. At the end of a school day, a pedestrian and neighbour is struck by a bus. Carmody was congested and impassable.

The Proposed Solution

- Acquire Municipal lands
- Create a second entrance via Horace Street
- Construct a roadway around the exterior of the property
- Reconfigure parking and transportation loading/unloading
- Improve safety on school site and traffic flow for the community



The Benefits of the New Entrance

- Second access point to the school and for emergency response
- Eliminating traffic congestion
- Reducing traffic at the problematic Carmody, Everett, Christie, and Eganville Road intersection
- Improved school infrastructure for the community
- Safer driving maneuvers for school transportation vehicles entering and exiting the school site.
- Quicker loading and unloading of school transportation vehicles reducing the length of time school traffic impacts the neighbourhood.

Property

Permission to connect roads via Horace St.

Cost to buy the land from City - land \$10,200 (0.85 acres)

City policy allows for a nominal fee payment if the non viable land is purchased by another publicly funded institution

Visibility at Horace St & Everett St

Looking South East

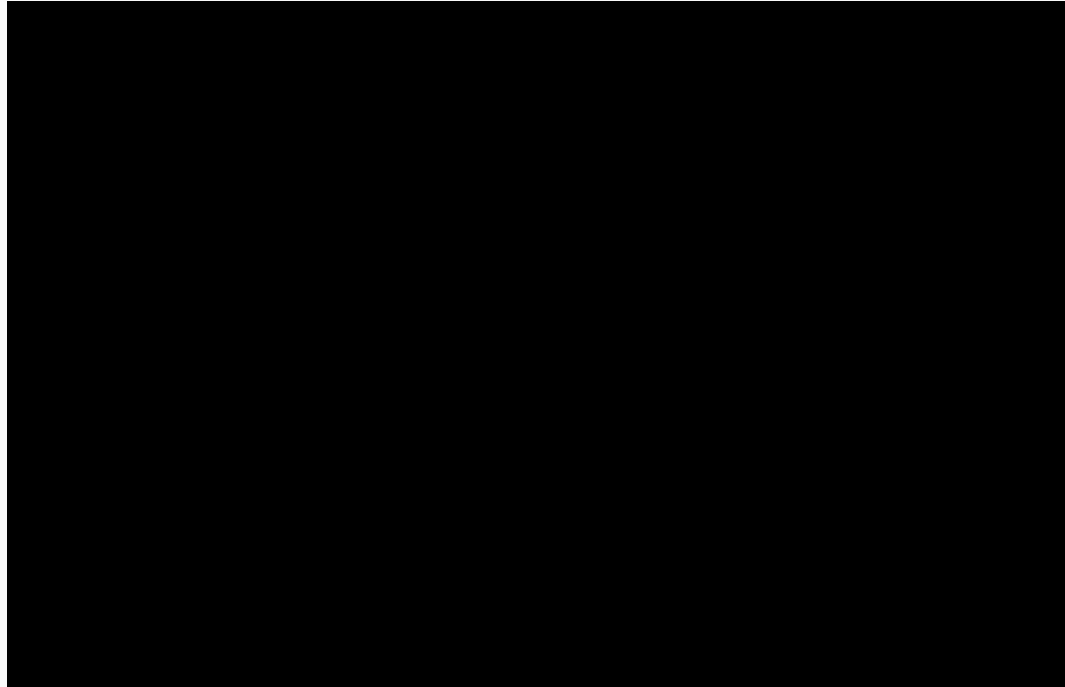
Looking North West



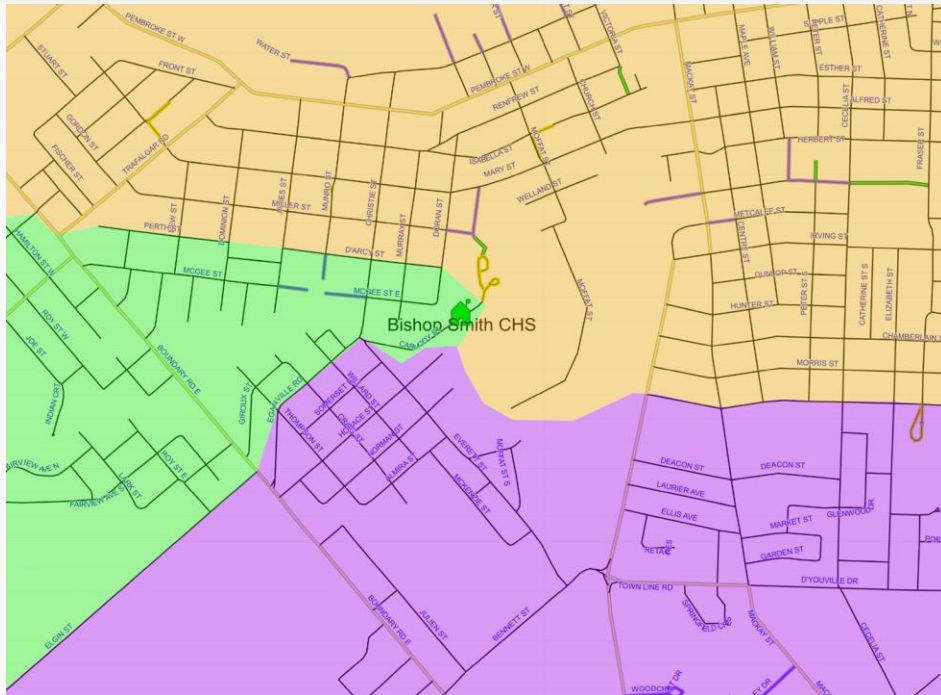
Navigating the Intersection: Turning on to Horace St from Everett St



Navigating the Intersection: Turning on to Everett St from Horace St



Probable School Access Points



Via Mary Street Path/Footbridge: 77 Students

**Via Carmody Street:
23 Students**

**Via Horace Street:
34 Students**

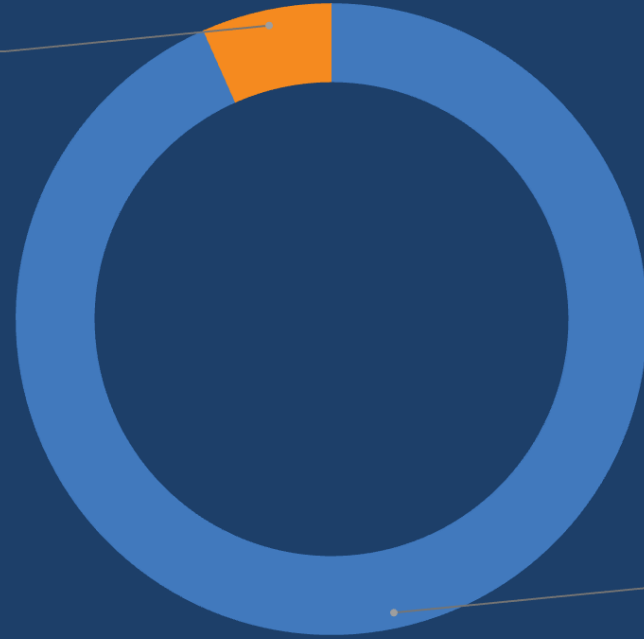
Total Walkers

134 Students

Feedback from the Community Information Session Held on March 19th, 2025

- Approximately 40 attendees
- 16 feedback forms received
- 15 support the second entrance, 1 does not

NO
6.7%



YES
93.3%

Comments/Concerns

- Improving Horace Street Infrastructure
- Safety on Carmody Street:
 - Current traffic on Carmody and Everett Streets poses a serious threat to pedestrians, especially students, and hinders emergency vehicle access.
- Emphasis on collaboration between RCCDSB, the City of Pembroke, and residents to ensure equitable solutions and infrastructure upgrades on Horace Street.
- Strong support for a second entrance to alleviate traffic and improve safety.
- Bus driver support for a second entrance.
- Traffic Congestion and Emergency Vehicle Access:
 - Severe traffic congestion on Carmody Street during school hours, hindering emergency vehicle access (fire, ambulance).
 - Everett Street entrance is very dangerous.
 - Concerns that an ambulance could not access the school during student entrance and dismissal times.

Thank you





Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

From: David Unrau
Chief Administrative Officer

Date: 2025-04-01

Subject : RCCDSB – Horace Street Second Entrance

Recommendation:

That the City of Pembroke Planning and Development Committee accept this report and the presentation from the Renfrew County Catholic District School Board as information.

CAO Review :

The entrance to Bishop Smith has been a long-standing health and safety issue for pedestrians and drivers. The proposed solution will alleviate a lot of the issues and greatly improve the situation for all users as well as reduce the liability for the City of Pembroke.

David Unrau, P.Eng., PMP

Financial Comment:

There are no financial impacts to this report. All costs associated with the construction of the entrance off the end of Horace Street and any fees associated with the sale of property will be borne by the Renfrew County Catholic School Board.

Angela Lochtie
Treasurer/Deputy Clerk

Background:

The Renfrew County Catholic District School Board (RCCDSB) held an Open House on Wednesday March 19th, 2025 @ 7:00pm in the Bishop Smith School Library. Representatives are here this evening to provide an information update and to answer any questions and/or concerns regarding the proposed second entrance to the school.



Discussion:

N/A

Alternatives Considered:

N/A

Strategic Plan Impact:

Supports the underlying vision and principle to develop and maintain partnerships with organizations.

Attachments:

Respectfully submitted,

David Unrau
Chief Administrative Officer



PEMBROKE FIRE DEPARTMENT

200 International Drive Pembroke, Ontario K8A 6W5

Telephone: (613) 735-6821 ext. 1201 • Fax: (613) 732-7673 • www.pembroke.ca

“Protection, Prevention and Education for over 160 years”

March 2025 Monthly Report (February 26, 2025 – March 24, 2025)

Prevention and Public Education Activities

To begin this report, the Pembroke Fire Department would like to congratulate Josh Woermke on receiving the King Charles III Coronation Medal. This award recognizes those individuals who have made a significant contribution to their community. Thank you, Josh, for all that you do, each and every day.

Platoons continue to work through their assigned inspection list.

During March Break, we hosted our annual Junior Firefighter program, presented with our partner, the Pembroke Public Library. We had 11 participants attend, with ages ranging from 7- 10 years old. The focus of the program is on fire safety, specifically what to do during an emergency and how to develop and practice family escape plans. The participants were engaged with interactive learning, had a chance to meet and take a picture with Sparky, and toured the hall and the fire trucks, getting a firsthand look to our equipment and how it's used.

Staff training was conducted for the Chartwell Pinewood Retirement Residence.

PFD was invited to set up an Information Booth and participate the Health Fair hosted by the Active Living group at Victoria Hall.

This month, Staff had the privilege of conducting a Fire Safety presentation and Fire Hall tour for a local Girl Guides Troop.

Our partnership with Renfrew County Fire Departments continued as we provided fire safety messaging in the Eganville Leader.

Messaging on Pembroke's Pure Country reminded everyone to change the batteries in their smoke and CO alarms when they change their clocks. We also warned people of the dangers of unattended cooking and offered some tips to prevent these preventable fires. On MyFM, we sponsored the Spring Time Change Alert, reminding everyone to change their batteries in smoke and CO alarms when they change their clock.

Our messaging on social media involved the promotion of information from the Fire Marshal's Office, we discussed safe ice issues as the spring melt begins, presented FireSmart ideas for our residents, and reminded everyone of the importance of smoke alarms as the time changes. We asked our followers to use the March Break to develop and practice home escape plans. We also posted Emergency Preparedness messaging, specifically the preparation of emergency kits for use in vehicles and shared weather warnings for the snowstorms and flood preparedness. We celebrated some key members of our staff on International Women's Day and thanked staff for a great Junior Firefighter program. Lastly, we promoted some Association events, namely the upcoming Pancake Breakfast (Saturday, April 5, 8-11:30am) in support of the Handi-Bus.



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Education

Firefighters Dunne and Rutz completed NFPA 1021 Fire Officer I course.

Firefighter Caughey continues work on NFPA 1035 Fire and Life Safety Educator course.

Firefighter Dunne has begun the Fire Code Division B Part 9 course.

Volunteer Firefighters

The Pembroke Fire Department would like to congratulate Volunteer Firefighters' Brandon Merson, Payton Ziebarth, Renee Fleurant and Eric Louis-Seize on completing the orientation period and joining the ranks of responding Volunteers. Keep up the great work!

Vulnerable Occupancy Inspections and Drills

Staff training on fire extinguishers and a fire safety presentation for residents and staff was conducted at the Pinewood Retirement Residence.

Heritage Manor conducted a fire drill.

Supples Landing Fire Safety Plan has been reviewed and Approved.

Emergency Management

Flood and Emergency Preparedness letters were delivered at the beginning of the month. These letters and information packages are sent annually to the residents in the City who may be impacted by flooding. The package includes information contact numbers and flood preparedness tips from Red Cross.

EOC/Training Room

The EOC/training room hosted 2 meetings in the month of March.

Pembroke Professional Firefighters Association (Lo. 488)

In March, the Association sponsored a free skate during March Break. The Association provided hotdogs, hot chocolate and snacks and gave away several prizes throughout the event.

The PPFFA made a donation to Diabetes Canada in memory of James White Jr.

The PPFFA competed in the 12th Annual Glen Tabbert Memorial Tournament, a charity hockey tournament organized by Garrison Petawawa Fire Department.



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Finally, the Association hosted their 14th Annual Elwyn Duchrow Memorial Hockey Tournament. Funds raised support local minor sports teams and participants throughout the year. It was a clean sweep for the PFD this year, winning both tournaments!

Career Firefighter Training

This month's training focused on:

- **Suppression:** Fire Suppression Strategies and Tactics; Personal Protective Equipment; Building Construction; Forcible Entry; NFPA 1700 Guide for Structural Fire Fighting; Aircraft Response; Pre-Fire Planning; Fire Dynamics; Electric Vehicle Fires; Residential Fires; Small Engines on the Fire Ground; Hazardous Materials Incidents
- **Rescue:** Search and Rescue; Firefighter Survival Techniques; Water/Ice Rescue; Aircraft Rescue & Extrication; Rescue Operations with Aerial Device; Water Rescue/Boat Operations
- **SCBA:** Donning and Doffing; Maintenance and Inspections
- **Driver:** Aerial Operations; Defensive Driving Techniques
- **Prevention:** Preplanning and Plan Reviews; Ontario Fire Code & Inspection Orders; Fire Investigations
- **Administration:** Policies, SOPs and Procedures; NFPA 1035 Fire & Life Safety Educator

Volunteer training for this month:

- Firefighter Survival: Self-Rescue Techniques, Search, Rescue, and Victim Removal Techniques for Downed Firefighter Operations

Recreational Open-Air Burning

Year/Month	Number of new permits	Number of Inspections	Renewals	Dollars collected	Total Number of Permits to date	Total dollars collected
2024	129	139	64	\$16,100	193	\$16,100
January 2025	2	2	0	\$200	2	\$200
February 2025	1	1	2	\$200	5	\$400
March 2025	1	1	3	\$250	9	\$650



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Smoke Alarm Program

Year/Month	Number of Inspections	Number Tested	Alarms Missing	Alarms not Working	Batteries Replaced	Alarms Installed
2024	171	419	17	33	16	70
January 2025	18	34	3	3	3	3
February 2025	12	20	1	3	1	3
March 2025	10	32	2	6	3	2

Inspections & Consultations

Type of Inspection or Consultation	# Completed
Assembly	22
Health Care and Long-Term Care Facility	24
Residential	52
Mercantile and/or Business	7
Industrial	10
Hotel or Motel	5
Recreational Burn Permit Site Inspections	1
Total number of inspections or consultations completed this month	121
Total number of violations found since the last report	10
Total number of outstanding violations repaired since the last report	14
Total number of Fire Safety Plans reviewed and/or approved	7

Incidents

Type of Incident	# attended
Fires/Explosions	1
Over Pressure Rupture/Explosion	0
Pre-Fire Conditions/ No Fire	2
Open- Air Burning	0
False Fire Calls	2



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Type of Incident	# attended
Public Hazards	4
Carbon Monoxide	2
Rescue	12
Medical	1
Other Responses	3
Total Responses	27
Estimated Dollar Loss	\$80,000

False Alarms

Year/Month	Letter of Warning	Fine Issued	Fines Paid	Fines Cancelled	Fines Outstanding
2020	21	6	5	0	2
2021	29	8	8	2	0
2022	16	12	8	0	4
2023	20	6	5	0	1
2024	37	8	8	0	0
January 2025	0	0	0	0	0
February 2025	4	0	0	0	0
March 2025	0	0	0	0	0

Respectfully yours,

Scott Selle,
Fire Chief



Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

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

Date: 2025-04-01

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

Recommendation:

That the City of Pembroke Planning and Development Committee endorse and recommend to Council the approval of Kevin Morton as an additional person authorized to issue parking tickets at 58 Pembroke Street West, 120 Lake Street, 227 Lake Street, and 185 Prince Street.

CAO Review :

I concur with the information as presented.

David Unrau, P.Eng., PMP

Financial Comment:

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 listed costs and as per the conditions of approval.

Angela Lochtie
Treasurer/Deputy Clerk

Background:

In 2024, Synercapital was granted, by By-law 2024-57, 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 an additional employee, Kevin Morton, be granted the authority to issue tickets be added along with the approved existing ticket issuer, Crystal Simms.

Discussion:

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 a revised 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.

A by-law will be before Council at its meeting of April 1, 2025 as there is a rush to have the new person provided the ability to issue parking tickets as soon as possible. The revised agreement has been signed by the owner.

Alternatives Considered:

No alternatives considered.



Strategic Plan Impact:

Not applicable.

Attachments:

N/A

Respectfully submitted,

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



Committee Report

To: Councillor Ed Jacyno
Planning and Development Committee

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

Date: 2025-04-01

Subject : **Three Year Extension – Brundage Farm Subdivision – Bearinvest Ltd.
(Formerly Burcom Developments Inc.)**

Recommendation:

That City of Pembroke Planning and Advisory Committee approve a three-year extension to Bearinvest Ltd. for the Brundage Farm Subdivision.

CAO Review :

I concur with the report – this development will benefit the City.

David Unrau, P.Eng., PMP

Financial Comment:

The development of this subdivision would generate more residential tax revenue for the City of Pembroke.

Angela Lochtie
Treasurer/Deputy Clerk

Background:

The City approved an offer to purchase Brundage Farm in 2011 from Tony Romanelli on behalf of the company Burcom Developments Inc. The land has a frontage along Blakely Crescent of 66 feet and an approximate area of 35 acres. The land is legally described as Part Lot 35, Concession 1, Stafford as in R117047; except Part 2, 49R-8162, R377670, R187918 and R312345; City of Pembroke and being all lands in PIN # 57174-0042 (LT). A copy of the plan illustrating the exact location is attached. Presently the subdivision is approved for 129 lots for single detached dwellings.



The offer was subject to the developer obtaining a Subdivision Agreement within three years of this purchase. The three years expired in February 2014 and extension agreements has been approved with the last agreement being for a three-year period. The present extension is set to expire on June 13, 2025. A copy of By-law 2022-43 is attached.

Burcom Developments Inc. submitted an application for a Plan of Subdivision for the Brundage Farm on April 24, 2015. The application included a Stage 2 Archaeological Report, a Species at Risk Report, a Functional Servicing and Stormwater Management Report and a Traffic Impact Study. Burcom Developments Inc. has received Draft Plan Approval for their subdivision on November 3, 2015 (By-law 2015-50); however, they have yet to enter into a Subdivision Agreement.

Discussion

According to the President, Michael Orsi, Burcom Developments Inc. was amalgamated with Mod-Aire Homes Limited on April 26, 2024. Mod-Aire Homes Limited changed its name to Bearinvest Ltd. in October 2024.

The developer has a draft copy of the 49M plan illustrating Phase 1 which will consist of 40 lots and blocks for stormwater management ponds. This plan was completed in 2024. Engineering for Phase 1 has been undertaken. According to Mr. Orsi a significant amount of time and funds were required to deal with stormwater management and this was resolved in July 2023.

The developer submitted revised engineering drawings and City comments to the developer based on the revised plans were provided in March 2020. Revisions have been received and all City comments have been addressed. There was an issue regarding a proposed drainage easement. Staff worked with the developer to look at alternative drainage routes; and in August 2023 it was determined to allow the drainage to continue on its natural course without the need for an easement since a consensus could not be reached with the residents. The City has received written assurance from the developers' engineer that with the addition of two separate stormwater management quantity and quality control facilities (stormwater management ponds) in the subdivision, the existing flow rates from the development will be maintained where they enter the Township of Laurentian Valley. Therefore, the flow of the stream will not be increased nor diminished in quantity. Therefore, the subdivision will be moving forward under riparian rights and no easement will be required.

Further due to requests by owners of Lloyd Drive, Bearinvest's surveyor had to provide physical visual evidence of property information and this delayed the finalizing of the land titles application. An application for Absolute Title was approved on January 14, 2025.

In 2023, Burcom redesignated and rezoned an adjacent piece of land to create 9 extra residential lots to be added to the subdivision. The Draft Plan Conditions of Approval were amended to add the 9 additional lots (By-law 2023-68).



The developer is working with the municipality in good faith; however, discussions regarding drainage and associated easements have taken longer than anticipated. All of the studies are complete and the next step is to enter into a Subdivision Agreement with the City and provide a registered plan of subdivision. The developer has indicated they desire is to enter into a Subdivision Agreement in 2025 and begin servicing the lots in 2026.

The developer has indicated they have spent over \$300,000 to date on this project. They are respectfully asking that the City recognize this effort as a significant commitment and that Council approve another three year extension or remove the buyback provision that formed part of the original agreement.

Staff is recommending the three-year extension (option #2 in alternative considered) based on the fact that all of the studies are complete, the drainage issue has been resolved, absolute title has been completed, a draft 49M plan has been prepared and they intend to enter into a Subdivision Agreement in 2025. Committee direction is required. Based on the direction provided, a by-law and agreement will be prepared for Council at its meeting of April 15, 2025.

Alternatives Considered:

The alternatives considered are as follows:

- 1) Not extend agreement and buy back the land from developer;
- 2) Extend the agreement by three years; or
- 3) Remove the buyback clause and delete any related provision from title. Therefore, if this option was approved, Bearinvest would not have to come back to Council to extend the agreement.

Staff is recommending Option #2 to allow a 3-year extension. This way the City can ensure the original condition of entering into a Subdivision Agreement has been met and the buyback clause can then be eliminated at that time.

Strategic Plan Impact:

Under long-term financial planning, one of the Strategic Plan's objective is to develop additional revenue streams.

Attachments:

- Subdivision plan
- By-law 2022-43
- Letter from Michael Orsi, President of Mod-Aire Homes Limited

Respectfully submitted,



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

The Corporation of the City of Pembroke

By-law Number 2022-43

A By-law to authorize the Mayor and Chief Administrative Officer to enter into an agreement with Burcom Developments Inc.

Whereas pursuant to Section 8 of the Municipal Act, S.O. 2001, c.25, as amended, provides the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

Whereas Section 10(2) of the Municipal Act, S.O. 2001, c.25, as amended, provides that a single-tier municipality may pass by-laws respecting the economic, social and environmental well-being of the municipality; and

Whereas the Council of the Corporation of the City of Pembroke wishes to enter into an Agreement with Burcom Developments Inc. in respect to the lands described as Part of Lot 35, Concession 1, Stafford, as in R117047, except 2, Plan 49R-8162, R377670, R187918, and R312345, City of Pembroke, being the whole of PIN #57174-0042(LT).

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

1. That the Mayor and Chief Administrative Officer be, and they are, hereby authorized to execute the Agreement between Burcom Developments Inc. and the Corporation of the City of Pembroke for the land legally described as Part of Lot 35, Concession 1, Stafford, as in R117047, except 2, Plan 49R-8162, R377670, R187918, and R312345, City of Pembroke, being the whole of PIN #57174-0042(LT). A copy of the extension agreement is attached and marked as Appendix "A" to this by-law and to affix thereto the corporate seal.
2. This By-law shall come into force and take effect upon the date of the final passing thereof.

Passed and enacted this 7th day of June, 2022



Michael LeMay
Mayor



Heidi Martin
Clerk

Appendix "A" to By-law 2022-43

This Agreement dated this 7th day of June, 2022.

Between:

The Corporation of the City of Pembroke (hereinafter referred to as the "City")

and

Burcom Developments Inc. (hereinafter referred to as "Burcom")

Whereas the City transferred ownership of certain lands referred to as Part of Lot 35, Concession 1, Stafford, as in R117047, except 2, Plan 49R-8162, R377670, R187918, and R312345, City of Pembroke, being the whole of PIN 57174-0042(LT) (herein called the "Property") to Burcom by a Transfer registered on June 13th, 2011 as Instrument No. RE137631;

And Whereas at the time of the transfer of the Property, the City entered into an Agreement with Burcom that, as partial consideration for the transaction, Burcom would enter into a residential subdivision agreement with the City within a period of three (3) years after the transfer of the Property;

And Whereas the Agreement further provided that if Burcom did not enter into a subdivision agreement with the City within a period of three (3) years after the transfer of the Property, then the City could repurchase the Property for the purchase price of \$350,000.00;

And Whereas the City agreed by By-law 2014-29 to extend the terms of the Option of the City to repurchase to June 13, 2015; and the second extension was granted by By-law 2015-33 to June 13, 2016 and the third extension was granted by By-law 2016-22 to June 13, 2017, the fourth extension was granted by By-law 2017-39 to June 13, 2018, a fifth extension was granted by By-law 2018-27 to June 13, 2019, a sixth extension was granted by By-law 2019-26, a seventh extension was granted by By-law 2020-38 and an eighth extension was granted by By-law 2021-29;

And Whereas the parties hereto by this agreement extend the terms of the option of the City to repurchase the Property and the obligation of Burcom to enter into a residential subdivision agreement;

Now therefore it is agreed between the parties as follows:

1. Burcom acknowledges its obligations with respect to the Agreement as referred to in paragraph 1 thereof and dated February 1st, 2011 attached hereto as Schedule "A", and specifically, its obligation to enter into a residential subdivision agreement with the City within a period of three (3) years from the closing date of the Property.
2. Burcom and the City have agreed to amend the terms of the Agreement and to allow Burcom a further three (3) years to enter into a residential subdivision agreement with the City pursuant to paragraph 1 of the attached Schedule "A" Agreement with the extension to June 13th, 2025.
3. Burcom acknowledges that in the event the residential subdivision agreement is not entered into by Burcom to the satisfaction of the City by June 13th, 2025, then, and in that event, the City may repurchase the Property for the purchase price of \$350,000.00. In order to effect this option, the City shall provide notice to Burcom to be sent by registered mail to Burcom at P. O. Box 1060, Bradford, Ontario, L3Z 2B5 of its intention to exercise the option to buy back the Property within forty-five (45) days after June 13th, 2025 and shall complete the transaction within sixty (60) days thereafter.
4. Burcom acknowledges that in the event that the City provides notice as set out in paragraph 3, it is obligated to execute all documentation and provide it

Appendix B

to the City's solicitor for the purpose of registering a transfer back to the City of Pembroke as per the terms of the Option.

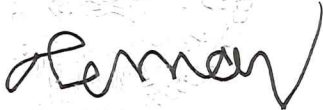
5. Burcom acknowledges that the City may register notice of this agreement in the Land Titles Office against the title to the Property by the registration of a by-law of the City.

The Parties have executed this Agreement this 7th day of June, 2022.

The Corporation of the City of Pembroke



Terry Lapierre
Chief Administrative Officer



Michael LeMay
Mayor

"We have the authority to bind the corporation"



Tony Romanelli
Burcom Developments Inc.
P.O. Box 1060 Station Main
Bradford, ON L3Z 2B5

SCHEDULE "A" TO BY-LAW 2022-43

THIS AGREEMENT made this first day of February, 2011, by By-law 2011-02.

BETWEEN: THE CORPORATION OF THE CITY OF PEMBROKE
hereinafter referred to as the "City"

OF THE FIRST PART;

AND: BURCOM DEVELOPMENTS INC.
hereinafter referred to as the "Purchaser"

OF THE SECOND PART;

WITNESSETH THAT:

WHEREAS the City is the legal owner of the lands referred to as Part of Lot 35, Concession 1, Stafford as in R117047; except 2, Plan 49R-8162, R377670, R187918 and R312345, City of Pembroke being the whole of PIN 57174-0042 (LT);

AND WHEREAS the City has entered into an agreement of purchase and sale of Part of Lot 35, Concession 1, Stafford as in R117047; except 2, Plan 49R-8162, R377670, R187918 and R312345, City of Pembroke being the whole of PIN 57174-0042 (LT);

NOW THEREFORE IN CONSIDERATION of the premises and the mutual covenants of the Parties, the Parties hereto covenant and agree to the following:

1. The Purchaser acknowledges that the property is being acquired by it for the purposes of entering into a subdivision agreement with the Vendor in order that it may develop a residential subdivision of the property, and the Vendor is prepared to transfer the property to the Purchaser for the consideration set out herein on the specific condition that the subdivision agreement is entered into with the Vendor. As a result, in the event that a subdivision agreement is not entered into which is satisfactory to the Vendor within a period of three (3) years from the closing date of this transaction, then, and in that event, the Vendor has the option to re-purchase the property at the price paid by the Purchaser in the amount of THREE HUNDRED AND FIFTY THOUSAND (\$350,000) DOLLARS. In order to effect this option, the Vendor shall provide notice to the Purchaser within ninety (90) days of the three (3) year anniversary date of the closing date of this transaction and shall complete the transaction within sixty (60) days thereafter. The Purchaser agrees that this provision may be registered on title by way of a buy-back agreement entered into with the Vendor, with such registration being effected at the time of the closing of this transaction by the Vendor, and the Purchaser will consent to any such registration of a notice or any by-law requires under the Land Titles Act system for that purpose.
2. The Purchaser acknowledges the obligation to pay any costs for rezoning or any expenses for the registration and preparation of any subdivision agreement or any related documents at its sole cost and expense.

THIS AGREEMENT shall enure to the benefit of, and be binding upon, the parties hereto and their executors and assigns.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their hands and seals.

THE CORPORATION OF THE CITY
OF PEMBROKE

Mayor

Chief Administrative Officer

BURCOM DEVELOPMENTS INC.

Tony Romanelli

I have the authority to bind this Corporation.



Bearinvest Ltd.

(Mod-Aire Homes Limited)
351 Holland Street West
P.O. Box 1060
Bradford, ON L3Z 2B5
Phone: (905) 775-4881 Fax: 905-775-4350
2bearinvest@gmail.com

VIA EMAIL: csauriol@pembroke.ca

March 25, 2025

City of Pembroke
1 Pembroke Street East
Pembroke, Ontario
K8A 3J5

Attention: Ms. Colleen Sauriol, Director
Planning, Building and By-law Enforcement

Dear Ms. Sauriol:

Re: Extension or Deletion of Buy Back Provision

This letter is in response to your e-mail of March 24, 2025. We are also providing a summary of our progress to date.

We have gone through a number of corporate revisions. Burcom Developments Inc. was amalgamated with Mod-Aire Homes Limited on April 26, 2024. Mod-Aire Homes Limited changed its name to Bearinvest Ltd. in October 2024. An application for Land Titles Absolute was applied for and approved on January 14, 2025. The relevant documentation is enclosed.

There were requests by owners on Lloyd Drive for our surveyor to provide physical visual property information. Due to the time of year this delayed the finalizing of the land titles application.

Engineering for Phase One consisting of 40 lots has been undertaken and we will provide under separate cover a set of drawings. A copy of the draft M-Plan is enclosed.

A significant amount of time and money was required to deal with stormwater management for the property. This major obstacle was finally resolved in July 2023.


Financial viability of the development was impacted by steadily increasing interest rates along with a corresponding impact on the demand for housing. At the same time, the supply of draft approved lots in Pembroke and Laurentian Valley are increased. With the interest rates declining this may improve the market and a 40 lot Phase One plan could be advanced. Phase One will have significant upfront costs for providing stormwater management, hydro, and other connecting services.

We have spent over \$300,000.00 to date on studies, planning, engineering, and the requisite approval fees. This commitment to date should be sufficient for the City to consider the complete removal of the buyback provision in our agreement. In the alternative, we would appreciate a further two-year extension.

Our objective is to enter into a Subdivision Agreement this year and hopefully service the lots in 2026.

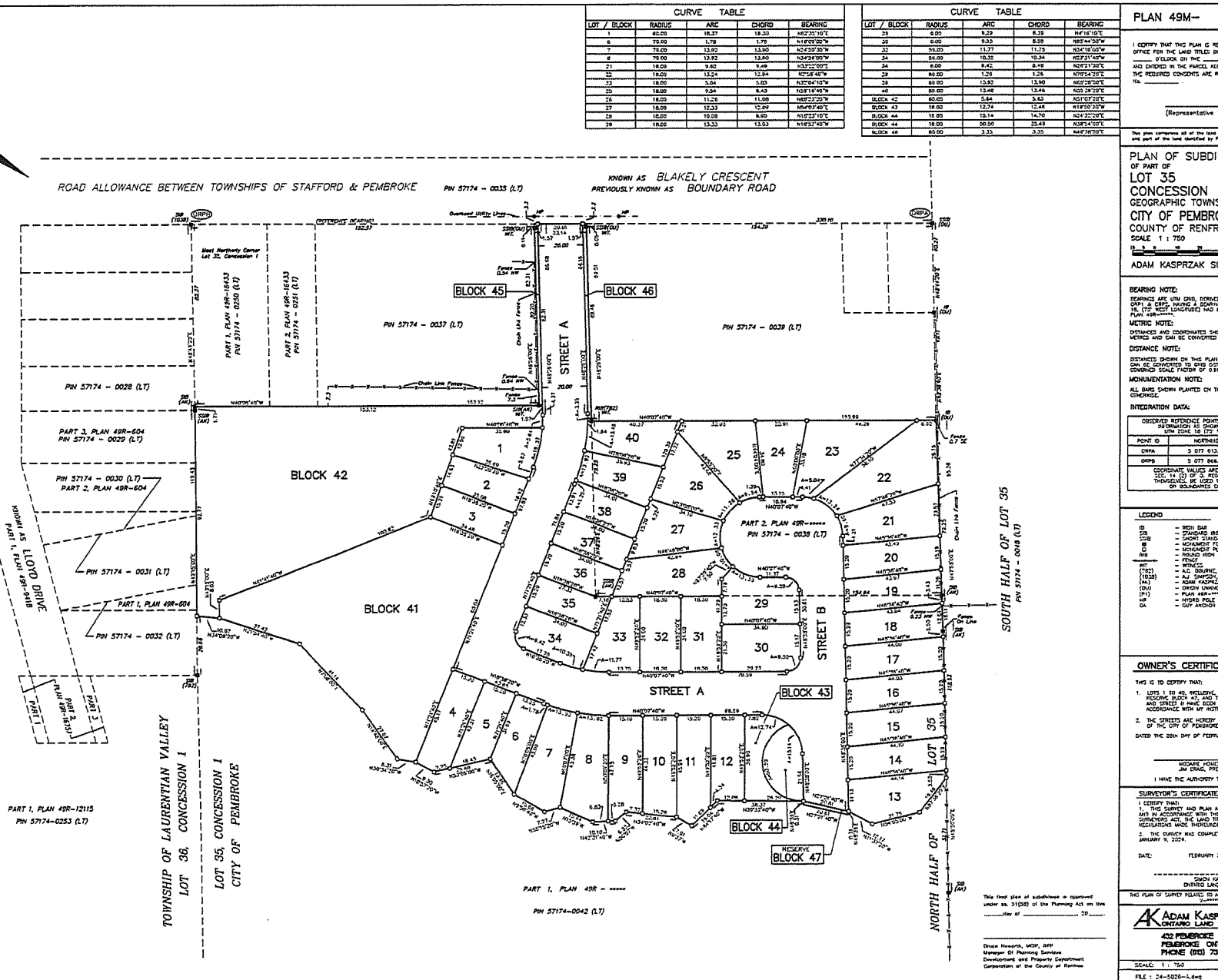
Please contact us if you have any concerns or questions.

Yours truly,

A handwritten signature in blue ink, appearing to read "Michael Orsi / per [unclear]".

Michael Orsi
President

Encl: Corporate Revision Data
Land Titles Plan
Draft M-Plan for 40 lots plus 2 Blocks



LAND TITLES ACT

APPLICATION FOR ABSOLUTE TITLE
(Subsection 46(2) of the Act)

Re: PIN 57174-0042 (LT) and PIN 57174-0038 (LT)
Notice of Application registered as No. RE329894

To the Land Registrar for the Land Titles Division of Renfrew (No. 49)

Bearinvest Ltd., being the registered owner of the following described land hereby applies to be registered as owner of the land with an absolute title and to have the Parcel Register amended by:

1. Deleting the Universal Qualifiers, as set out in the said parcel; and substituting therefore the following:

Subject to subsection 44(1) of the Land Titles Act, except paragraphs 3 and 14 and Provincial Succession Duties and except paragraph 11 and Escheats or Forfeiture to the Crown up to the date of registration with an absolute title.

2. Deleting the words "Fee Simple LT Conversion Qualified" from the Estate/Qualifier field and inserting "Fee Simple Absolute".

Description of Land:

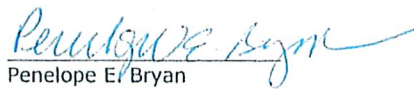
Firstly: Part of Lot 35, Concession 1, Stafford, designated as Part 1 on Plan 49R-20860, City of Pembroke, County of Renfrew (being all of PIN 57174-0042)

Secondly: Part of Lot 35, Concession 1, Stafford, designated as Part 2 on Plan 49R-20860, City of Pembroke, County of Renfrew (being all of PIN 57174-0038)

The following evidence is attached in support of this Application:

1. Certificate of the Solicitor for the Applicant;
2. Certificate of the Surveyor for the Applicant.

Dated at Bradford West Gwillimbury, this 30 day of December, 2024.


Penelope E. Bryan
Solicitor for the Applicant
Bearinvest Ltd.

LAND TITLES ACT

CERTIFICATE OF SURVEYOR
(Application under subsection 46(2) of the Act)

Re: PIN 57174-0042 (LT) and PIN 57174-0038(LT)
Notice of Application registered as No. RE329894

IN THE MATTER of an application by **BEARINVEST LTD.** to be registered as the owner(s) with an absolute title of the land described in the application.

WHEREAS the previous name of the applicant was Mod-Aire Homes Limited. Under Articles of Amendment filed on October 9, 2024, Mod-Aire Homes Limited changed its name to Mod-Aire Ltd. Under Articles of Amendment filed on October 29, 2024, Mod-Aire Ltd. changed its name to Bearinvest Ltd. The Application to Change Name-Owners to reflect these changes was registered on December 5, 2024 as Instrument RE333881.

I, Simon Kasprzak, an Ontario Land Surveyor, completed the survey for the plan of the subject land, a print of which plan is attached to the Notice of Application registered as Instrument RE329894, on the 20th day of August, 2024 and certify as follows:

1. The survey for the plan is current as of the date of registration of the Notice of Application and shows only the subject land.
2. At the time of making the survey, I examined the land and I have illustrated with appropriate ties the existence of all apparent interests in the subject land including, but not limited to,
 - (a) all topographic information,
 - (i) that forms, controls or marks the position of the boundaries of the subject land, or
 - (ii) which indicates an encroachment from the subject land onto the adjoining lands, or from the adjoining lands to the subject land; including, but not limited to,
 - (A) where apparent, all registered (and unregistered) utility lines, (overhead and buried) and any other interest affecting the land of the applicant,
 - (B) all buildings, eaves and other structures, gardens, lawns, ditches, driveways, sidewalks, paths and other improvements located in the vicinity of the boundaries of the subject land, and
 - (C) all fences in the vicinity of the boundaries of the subject land, identified as to type and showing age, if known;
 - (b) all found monumentation, conflicting or otherwise; and
 - (c) all bodies of water, streams, rivers and water courses, and that the boundaries of those bodies of water, streams, rivers and water courses that form or control the extent of, or an interest in, the subject land have been re-established consistent with the grant from the Crown.
3. As a result of my examination, I found no evidence that would indicate that any person other than the applicant(s) has any right in any part of the land.
4. Bearinvest Ltd. was in actual occupation of the land.
5. All monumentation was in place, and their position marked, on the date of registration of the Notice of Application.

DATED: December 13, 2024



Simon Kasprzak, Ontario Land Surveyor

LAND TITLES ACT

CERTIFICATE OF SOLICITOR
(Application under subsection 46(2) of the Act)

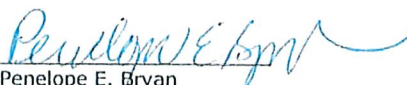
Re: PIN 57174-0042 (LT) and PIN 57174-0038 (LT)
Notice of Application registered as No. RE329894

THIS IS TO CERTIFY

1. I am the solicitor for the applicant Bearinvest Ltd., in respect of this application for absolute title and I have investigated the title of the applicant and it is my opinion that the applicant is entitled to be registered as owner of the land with an absolute title and to have the register for PIN 57174-0042(LT) and PIN 57174-0038 (LT) amended as set out in the application. It is also my opinion based on my review of the title that since the date of conversion to Land Titles, the Planning Act has been complied with in all dealings affecting the subject Pin and there have been no escheat or Forfeiture to the Crown.
2. The previous name of the applicant was Mod-Aire Homes Limited. Under Articles of Amendment filed on October 9, 2024, Mod-Aire Homes Limited changed its name to Mod-Aire Ltd. Under Articles of Amendment filed on October 29, 2024, Mod-Aire Ltd. changed its name to Bearinvest Ltd. The Application to Change Name-Owners to reflect these changes was registered on December 5, 2024 as Instrument RE333881.
3. To the best of my knowledge and belief, the applicant's title is not subject to any claim based on adverse possession, prescription, misdescription or boundaries settled by convention, or any lease to which subsection 70(2) of the Registry Act applies.
4. I have discussed the application with the applicant and the applicant is not aware of any right, title or interest in the land that is not shown in the Parcel Register.
5. On the 30th day of August, 2024 the Notice of Application with a print of the draft reference plan was registered as Instrument RE329894 and on September 5, 2024 was served by registered mail or by personal service on all persons or corporations entitled thereto, at the address for service provided pursuant to the Land Titles Act or the Registry Act or at an address best suited to affect service.
6. The thirty days for filing a statement of objection have expired and no objection to the application was received.
7. There is no outstanding objection or appeal.

I UNDERTAKE to retain all proof of service, consent and waiver of Notice and other evidence in support of this application for a minimum of 20 years after this application is registered and to produce it for examination if required by the (Deputy) Director of Titles.

DATED this 30th day of December, 2024


Penelope E. Bryan
Solicitor for the Applicant
Bearinvest Ltd.


ServiceOntario

 LAND
 REGISTRY
 OFFICE #49

PARCEL REGISTER (ABBREVIATED) FOR PROPERTY IDENTIFIER

57174-0341 (LT)

 PAGE 2 OF 2
 PREPARED FOR LRO Staff
 ON 2025/01/14 AT 15:06:03

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/ CHKD
RE218984	2017/05/24	BY-LAW		THE CORPORATION OF THE CITY OF PEMBROKE		C
RE2232528	2018/06/08	APL (GENERAL)		THE CORPORATION OF THE CITY OF PEMBROKE		C
RE324602	2024/04/26	APL CH NAME OWNER		BURCOM DEVELOPMENTS INC.	MOD-AIRE HOMES LIMITED	C
RE333881	2024/12/05	APL CH NAME OWNER		MOD-AIRE HOMES LIMITED	BEARINVEST LTD.	C
49820860	2025/01/14	PLAN REFERENCE				C
RE335129	2025/01/14	APL ABSOLUTE TITLE		BEARINVEST LTD.	BEARINVEST LTD.	C

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY.
 NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.