

Planning & Development Committee Meeting

Council Chambers
Pembroke, Ontario
June 5, 2018
6:00 p.m.

1. Call to Order

Present:

Mayor LeMay, Chair
Deputy Mayor Gervais
Councillor Lafreniere
Councillor McCann
Councillor Plummer
Councillor Reavie
Councillor Scott

Also Present:

Terry Lapierre, Chief Administrative Officer
Colleen Sauriol, Manager of Planning and Building
Brian Lewis, Manager of Operations
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 6:02 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

3. Approval/Amendment of Meeting Agenda

The agenda was amended by moving agenda item 6 a. before agenda item 5 a

Motion:

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the agenda of the Planning and Development Committee meeting of June 5, 2018 be approved as amended.

Carried

4. Approval of Minutes

a. Planning & Development Committee Meeting – May 1, 2018

Motion:

Moved by Councillor McCann

Seconded by Councillor Reavie

That the minutes of the Planning & Development Committee meeting of May 1, 2018 be approved as circulated.

Carried

5. Presentation

Pembroke Economic Advisory Committee (PEDAC) members Jamie Bramburger, Lisa Edmonds, Michael St. Jean, Bill Halkett and Tracey Dean were all in attendance. Jamie Bramburger, Chair reviewed the Committee's semi-annual report which listed 8 economic development priorities that Council may wish to focus on in the future. The Chair thanked PEDAC for their dedication and presentation.

Mayor LeMay presented Tracey Dean with a certificate of appreciation for her valuable contributions to the Committee and to the business community and wished her continued success in her future ventures.

6. Business Arising from Minutes

a. Proposed Noise By-law

Ms. Sauriol provided an update on the proposed noise by-law. There were no comments.

7. New Business

a. Sign Request for Relief from Sign By-law Requirements – 182 Pembroke Street East, Pembroke

Ms. Sauriol reviewed the report

Motion:

Moved by Deputy Mayor Gervais

Seconded by Councillor Reavie

That the Planning and Development Committee approves the erection of a sign at the side of 182 Pembroke Street East subject to the following conditions:

- a) The sign shall have an area no larger than 4 feet by 8 feet;
- b) No more signage will be permitted on the west side wall at 182 Pembroke Street East; and
- c) Sign to be erected totally on private property.

Carried

b. Sign Request – 415 Pembroke Street East – KFC Restaurant

Ms. Sauriol presented the report. A discussion was held.

Motion:

Moved by Councillor Plummer

Seconded by Councillor McCann

That the Planning and Development Committee approves the erection of a sign on the west side of 415 Pembroke Street East subject to the following condition:

- a) The sign shall have an area no larger than 9.6 feet by 2.75 feet; and

- b) No further signage shall be permitted on the west wall at 415 Pembroke Street East.

Carried

c. Sign Request – 779 Pembroke Street East – Little Caesars

Ms. Sauriol presented her report. In response to a question, Ms. Sauriol stated that annual inspections are completed on all portable signs.

Motion:

Moved by Mayor LeMay

Seconded by Deputy Mayor Gervais

That the Planning and Development Committee approves the request to allow a portable sign to be one foot from the property line located at 779 Pembroke Street East.

Carried.

d. Parking Authority Committee Update

Ms. Sauriol presented her report.

Motion:

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the Planning and Development Committee recommends to Council that the Parking By-law 2005-55 be amended as presented.

Carried

e. Community Improvement Plan Application – 169 William Street

Ms. Sauriol presented the report. It was also noted that the Accessibility Advisory Committee also recommended the approval of the application.

Motion:

Moved by Councillor Reavie

Seconded by Councillor McCann

That the Planning and Development Committee recommends the approval of the Community Improvement Plan Accessibility Grant for Sleepwell Property Management, owner of 169 William Street in the amount of \$2,500.

Carried.

f. Community Improvement Plan Application – 292 Trafalgar Road

Ms. Sauriol presented the report.

Motion:

Moved by Councillor Plummer

Seconded by Councillor McCann

That the Planning and Development Committee recommends the approval of the Community Improvement Plan Façade Improvement Grant of \$2,825 to Michael St. Jean, owner of 292 Trafalgar Road

Carried

g. Main Street Revitalization Initiative

Mr. Lapierre presented the report and it was noted that the PBIA will also be consulted for ideas for Council's consideration. In response to a question on the status of the new street lights, Mr. Lewis responded that staff is working with suppliers to find comparable lighting products.

h. Heritage River Designation Plaque

Mr. Lapierre presented the report.

Direction: Staff was directed to move forward with a potential commemoration in Pembroke of the Ottawa River's heritage.

i. Festival Hall Management Agreement

Mr. Lapierre presented the report. A discussion was held and it was noted that the Consortium is very pleased with the current Manager.

Motion:

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the Planning and Development Committee endorses to Council the extension of the current management agreement for Festival Hall for two one-year periods beginning July 1, 2018

Carried.

8. Adjournment

Motion:

Moved by Councillor Reavie

Seconded by Mayor LeMay

That the Planning and Development Committee meeting of June 5, 2018 adjourn at 6:45 p.m.

Carried