

DRAFT Community Improvement Panel Meeting Minutes

Council Chambers
Pembroke, Ontario
Stephane Levesque, Chair
Tuesday, October 30, 2018
1:00 p.m.

Call to Order

The meeting was called to order at 12:57 p.m.

Present:

Stephane Levesque, Chair
Mayor LeMay
Michael St. Jean

Also Present:

Heather Salovaara, Economic Development Officer
Courtney Maika, Recording Secretary

1. Approval of Agenda

Motion:

Moved by Michael St. Jean

Seconded by Mayor LeMay

That the agenda of the Community Improvement Panel meeting of October 30, 2018 be accepted as circulated.

Carried

2. Approval of Minutes

Motion:

Moved by Michael St. Jean

Seconded by Mayor LeMay

That the minutes of the Community Improvement Panel meeting of July 6, 2018 be accepted as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

4. Community Improvement Request – 353 Pembroke Street East

Beth Matasich of Sisterhood Papercrafts, the incoming tenant of the property, was present to represent her application, which was signed by James Gen, the property owner.

Ms. Salovaara presented her report. Ms. Matasich is applying for a Façade Improvement Grant in order to erect a new sign for the new business. The property meets all grant condition requirements. According to the low quote, \$3,986 plus HST will be spent on the façade improvements. Fifty percent of the work can be reimbursed, to a maximum of \$5000, so \$1,993 can be awarded to the applicant.

A discussion was held. Mr. Levesque noted that the application meets the requirements of Sections 6.1 and 6.12 of the Community Improvement Plan and that the quotes are from local contractors. The Committee members spoke in favour of the application.

There was no one in the audience to comment on the application.

Motion:

Moved by Michael St. Jean

Seconded by Mayor LeMay

That the Community Improvement Panel approve the Community Improvement Grant for \$1,993 for 353 Pembroke Street East.

Carried**5. Community Improvement Request – 88 Pembroke Street West**

Paul Demers, owner of the property, was present to represent his application.

Ms. Salovaara presented her report. Mr. Demers is applying for a Downtown Housing Grant in order to replace all eight upper storey apartment windows and masonry window sills. The property meets all grant condition requirements. According to the quotes, \$9,270 plus HST will be spent on the improvements. Fifty percent of the work can be reimbursed, to a maximum of \$5000, so \$4,635 can be awarded to the applicant.

A discussion was held. It was noted that the application meets the requirements for the Downtown Housing Grant.

There was no one in the audience to comment on the application.

Motion:

Moved by Michael St. Jean

Seconded by Mayor LeMay

That the Community Improvement Panel approve the Downtown Housing Grant for \$4,635 for 88 Pembroke Street West to Council.

Carried

6. Past Decisions Update

Ms. Salovaara informed the Committee that the applications discussed at the previous meeting (76 Pembroke Street West, 18, 20, and 22 Pembroke Street West, and 32 Pembroke Street West) were approved by the Planning and Development Committee.

In addition, a total of \$598,398.78 will be spent on Community Improvement Plan projects to date, with the City's commitment being \$124,978.93.

7. Adjournment

Motion:

Moved by Michael St. Jean

Seconded by Mayor LeMay

That the meeting adjourn at 1:15 p.m.

Carried