

Community Improvement Panel Meeting Minutes

Council Chambers
Pembroke, Ontario
Stephane Levesque, Chair
Tuesday, January 9, 2018
1:30 p.m.

Call to Order

The meeting was called to order at 1:33 p.m.

Present:

Stephane Levesque, Chair
Michael St. Jean

Also Present:

Heather Salovaara, Economic Development Officer
Colleen Sauriol, Manager of Planning & Building
Courtney Maika, Recording Secretary

1. Approval of Agenda

Motion:

Moved by Michael St. Jean

Seconded by Stephane Levesque

That the agenda of the Community Improvement Panel meeting of January 9, 2018 be accepted as circulated.

Carried

2. Approval of Minutes

Motion:

Moved by Michael St. Jean

Seconded by Stephane Levesque

That the minutes of the Community Improvement Panel meeting of July 12, 2017 be accepted as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest. Mr. St. Jean pointed out that he is of no relation to the St. Jean who provided a quote for the application under consideration.

4. Community Improvement Request – 126-128 Pembroke Street West

Mr. Nick Potvin was present to represent his application.

Heather Salovaara presented her report. The applicant is applying for a Downtown Housing Grant and a Planning and Building Permit Fee Grant. He proposes to renovate four apartments at the above two addresses, including replacing kitchen units, floors, windows, and security locks. The monies available under these grants can be applied to this project because it meets the criteria of redeveloping upper-storey residential units in the downtown core.

Based on the quotes that were included with Mr. Potvin's application, \$20,000 can be awarded under the Downtown Housing Grant and \$1,200 can be awarded under the Planning and Building Permit Fee Grant (this based upon the Chief Building Official's permit fee estimate), making the application eligible for a total of \$21,200 under the Community Improvement Plan grants. Presently, there is \$55,705.27 in the Community Improvement Plan Budget that is uncommitted.

Ms. Salovaara pointed out that there is an open building permit associated with the address but that Mr. Potvin is currently in communication with Mark Schultz, Chief Building Official for the City of Pembroke, regarding the completion and closing of this permit.

A discussion was held.

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

Motion:

Moved by Michael St. Jean

Seconded by Stephane Levesque

That the Committee recommend the Community Improvement Panel application for \$21,200, for 126-128 Pembroke Street West, to Council once the open building permit associated with the property has been closed.

Carried

5. Adjournment

Motion:

Moved by Michael St. Jean

Seconded by Stephane Levesque

That the Community Improvement Panel meeting of January 9, 2018, adjourn at 1:42 p.m.

Carried