

Combined Committee Meeting

Council Chambers
Pembroke, Ontario
May 19, 2020
6:00 p.m.

1. Call to Order

Present:

Mayor LeMay, Chair
Deputy Mayor Gervais (electronically)
Councillor Abdallah (electronically)
Councillor Jacyno (electronically)
Councillor Lafreniere (electronically)
Councillor Plummer
Councillor Reavie (electronically)

Also Present:

Terry Lapierre, Chief Administrative Officer (electronically)
Angela Lochtie, Treasurer
Brian Lewis, Manager of Operations (electronically)
Collen Sauriol, Manager of Planning & Building (electronically)
Linda Rook, Recording Secretary

Mayor LeMay called the meeting to order at 6:00 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 Plummer
Seconded by Councillor Abdallah
That the Agenda of the Combined Committee meeting of May 19, 2020 be accepted as circulated.

Carried

4. Approval of Minutes

a. Combined Committee – May 5, 2020

Motion:

Moved by Councillor Jacyno
Seconded by Councillor Reavie
That the minutes of the Combined Committee of May 5, 2020 be adopted.

Carried

5. New Business

a. Forecasted Financial Impact of COVID-19 on 2020 Budget (May 2020)

Ms. Lochtie reviewed the report. A discussion was held and the following points were raised:

- If possible, try to find funds to continue to provide staff training
- Treasurer does not have a date when the Auditor will be coming, but she will provide unaudited results in June

b. Canada Day Celebrations

Mr. Lapierre reviewed the report. A discussion was held.

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Lafreniere

That the Combined Committee directs that the Canada Day celebrations for 2020 be cancelled. A fireworks display later in the year will be entertained.

Carried

c. One-Year Extension – Brundage Farm – Burcom Developments Inc.

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

Motion:

Moved by Councillor Plummer

Seconded by Councillor Abdallah

That the Combined Committee approves a one-year extension agreement with Burcom Developments Inc.

Carried

d. By-law Enforcement Request for 10 Pembroke Street West, 62 Pembroke Street West, 227 Lake Street and 185 Prince Street - Synercapital

Ms. Sauriol reviewed the report. A discussion was held and the following points were raised:

- Synercapital reported an error in their request and wish to amend their request for by-law enforcement by removing 62 Pembroke Street West, which has no parking, and adding 120 Lake Street.
- It was proposed that the request by Synercapital, as it pertains to 10 Pembroke Street West, be tabled, as the owner has not yet provided paved parking, and that the request as it pertains to 120 Lake Street, 227 Lake Street, and 185 Prince Street be approved.
- Ms. Sauriol indicated that By-Law Enforcement operates well with two full-time Officers and a summer student that typically handles parking issues weekends and evenings during the summer months. A \$50 fine for parking contraventions has typically been a sufficient deterrent.

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Jacyno

That Committee approves the request from Synercapital to allow their two property managers to ticket vehicles at 120 Lake Street, 227 Lake Street and 185 Prince Street subject to the following responsibilities:

1. The issuing of parking tickets shall be for the parking lots at 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 120 Lake Street, 227 Lake Street and 185 Prince Street;
3. To provide a progress report to the Pembroke Planning and Development Committee on a quarterly basis;
4. The cost of purchasing parking tickets 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 Manager of Planning and Building immediately if there are any changes associated with the person issuing the tickets.

And Further That Committee directs that By-law Enforcement for 10 Pembroke Street West be tabled until the parking lot is paved.

Carried

e. Foster Fraser Bridge Rehabilitation – Tender Contract No. 19-162

Mr. Lewis reviewed the report. A discussion was held.

Motion:

Moved by Deputy Mayor Gervais

Seconded by Councillor Reavie

That Committee approve award for the Foster Fraser Bridge Rehabilitation – Tender Contract No. 19-162 to Corington Engineering Inc. in the amount of \$1,269,745.00 plus HST;

That Committee approve award of Contract Administration Services to HP Engineering Incorporated, the design consultant, in the amount of \$71,165.00 plus HST.

That Committee approve additional expenditures in the amount of \$63,500.00 for a contingency allowance.

The total value of the recommendations equal \$1,404,410.00 plus applicable HST.

Carried

f. User Fees – Proposed Amendment

Mr. Lewis reviewed the report. A discussion was held.

Motion:

Moved by Councillor Reavie

Seconded by Councillor Lafreniere

That Committee approves the changes in the user fees it charges for recycling containers.

Carried

8. Adjournment

Motion:

Moved by Councillor Plummer

Seconded by Councillor Abdallah

That the May 19, 2020 meeting of the Operations Committee adjourn at 6:47 p.m.

Carried