

Operations Committee Meeting

Council Chambers
Pembroke, Ontario
March 19, 2019
6:05 p.m.

1. Call to Order

Present:

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

Also Present:

LeeAnn McIntyre, Treasurer/Deputy-Clerk
Brian Lewis, Manager of Operations
Heather Salovaara, Economic Development Officer
Linda Rook, Recording Secretary

The Chair called the meeting to order at 6:05 p.m. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

3. Approval/Amendment of Meeting Agenda

Item 6(e) Spring Melt was added to the agenda under New Business and Item 6(e) CIP Request – 161 Pembroke Street West was amended to Item 6(f).

Motion:

Moved by Councillor Abdallah
Seconded by Councillor Reavie

That the Agenda of the Operations Committee meeting of March 19, 2019 be accepted as amended.

Carried

4. Approval of Minutes

Motion:

Moved by Councillor Jacyno
Seconded by Councillor Reavie

That the Minutes of the Operations Committee meeting of February 19, 2019 be accepted as circulated.

Carried

5. Business Arising from Minutes

There was no business arising from the minutes.

6. New Business

- a. Rogers Communication Cell Tower Lease Agreement – B. Lewis

Mr. Lewis reviewed his report. A discussion was held and the following points were raised:

- First Agreement for a Cell Tower
- Rental Income is standard rate

Motion:

Moved by Councillor Plummer

Seconded by Councillor Abdallah

That the Committee authorizes the “Telecommunications Site Agreement” in principle. Staff is directed to return to Council with a final version of the Site Agreement and associated By-laws.

Carried

- b. 2018 Pollution Control Centre Annual Compliance Report – B. Lewis

Mr. Lewis reviewed his information report.

- Staff to provide Councillor Jacyno with amount of septage received at the Pollution Control Centre

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Reavie

That the Committee accepts the 2018 Pollution Control Annual Compliance Report.

Carried

- c. Victoria Street Reconstruction – Open House – B. Lewis

Mr. Lewis reviewed his report. A discussion was held and the following points were raised:

- Stop-up and close of Victoria Street adjacent to Victoria Hall
- Provide parking during construction as per options
- To change grade to trail is premature – do not know use of trail
- Do not link trail at this time
- The Investing in Canada Infrastructure Program: Rural & Northern Stream funding program launched for roads & bridges - underground infrastructure not eligible, i.e. water, wastewater and/or storm water
- Victoria Street project not eligible – major underground infrastructure
- OCIF Top-Up funding cancelled – City’s application for the Muskrat River Watermain Crossing (Mary Street Bridge) will not receive funding

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Abdallah

That the Committee approves the stop-up and close of Victoria Street adjacent to Victoria Hall. Staff to return with associated By-law.

That the Committee directs staff to provide parking/access during construction:

- Use of the Farmers' Market (with the exception of Wednesdays and Saturdays)
- Marina parking lot
- Patterson parking lot
- Parking permits for tenants to use space in Market Square Lot
- Potential for modified entrances/access during construction.

Carried

d. Asset Management Position – B. Lewis

Mr. Lewis reviewed his report.

Motion:

Moved by Councillor Jacyno

Seconded by Councillor Reavie

That the Committee approves the hiring of a permanent, full-time Asset Management Coordinator.

Carried

e. Spring Melt – B. Lewis

Mr. Lewis provided an oral report on the Spring Melt.

- Staff are monitoring and documenting river conditions, paying close attention to the pinch points along the Indian River
- The Muskrat dam checked daily for obstructions
- Manholes have been sealed in low-lying areas that could receive substantial flooding.
- Operations will provide sandbags and sand to low areas that could receive substantial flooding.
- The City maintains a limited inventory of sandbags and will provide sand in an emergency situation to assist in dealing with flood waters only along the banks of the Ottawa River, Muskrat River and Indian River, as deemed necessary by our CEMC and emergency measures team.

f. CIP Request – 161 Pembroke Street West – H. Salovaara

Mrs. Salovaara reviewed her report.

8. Adjournment

Motion:

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the March 19, 2019 meeting of the Operations Committee adjourn at 6:53 p.m.

Carried