

Finance & Administration Committee Meeting

Council Chambers
PEMBROKE, Ontario
January 6, 2015
6:10 p.m.

A meeting of the Finance & Administration Committee was held this evening with Deputy Mayor Gervais presiding and all members in attendance. Staff members present were Terry Lapierre, Chief Administrative Officer/Clerk; Chief Dan Herback, Pembroke Fire Department; and Heidi Martin, Recording Secretary. Also in attendance was Michael Street, Animal Control By-law Officer.

ITEM #1: Approval of Agenda

MOTION: Moved by Councillor Lafreniere
Seconded by Councillor Reavie
THAT the agenda of the Finance & Administration Committee meeting of January 6, 2015 be accepted as circulated.

CARRIED

ITEM #2: Declaration of Pecuniary Interest

There were no disclosures of pecuniary interest.

ITEM #3: Fire Department Monthly Report

Fire Chief Herback provided an overview of the Pembroke Fire Departments December 2014 monthly report. A question was raised in regards to the number of false alarm incidents that occurred during the month to which the Fire Chief replied that the category is a 'catch-all' which can contain actual false alarms, calls from concerned neighbours or passerby's who think there is smoke rising from a home, etc. He suggested that Committee refer to the false alarm table that lists the number of letters of warning, fines issued and fines paid during the month. A question was also asked in regards to the staff complement in the department. Chief Herback replied that the staff levels are set by Council and currently the department has 16 full time Fire Fighters, 1 part time Secretary, 20 Volunteer Fire Fighters and a Fire Chief.

ITEM #4: Upper Ottawa Valley ACES Request

Terry Lapierre, CAO/Clerk presented the report and introduced Debbie Ryan, mother to one of the players. Ms. Ryan provided details on the hockey club as well as the reasons for the funding request letter. The Committee discussed the request and concern was raised that this assistance would only be helping one child and precedence would be set. Committee members also felt that Pembroke was Hockey Town and the Silver Stick Tournament contributes to the economic benefit to the community each year. Deputy Mayor requested a recorded vote.

MOTION: Moved by Councillor Scott
 Seconded by Councillor Lafreniere
 THAT the Finance and Administration Committee provide assistance to the Upper Ottawa Valley Aces Major Midget Hockey Club in the amount of \$500.00.

After further discussion on the motion, Councillor Lafreniere withdrew her support of the motion.

MOTION: Moved by Councillor Scott
 Seconded by Mayor LeMay
 THAT the Finance and Administration Committee provide assistance to the Upper Ottawa Valley Aces Major Midget Hockey Club in the amount of \$500.00.

Mayor LeMay	Yea
Councillor Reavie	Yea
Councillor Scott	Yea
Councillor Plummer	Nea
Councillor Lafreniere	Yea
Councillor McCann	Nea
Deputy Mayor Gervais	Yea

MOTION CARRIED 5 TO 2

ITEM #5: Animal Control Services

The CAO/Clerk provided an overview of his report as well as the report provided by Michael Street, Animal Control Services which outlined Mr. Street’s key responsibilities, qualifications and experience, services provided as well as impending issues. Mr. Street explained his contract with the City and how he prioritizes calls to enable the City to provide 24 hour service yet remain within budget. A concern was raised in regards to who will cover for Mr. Street if he is ill to which he replied that he has two capable individuals who are trained and ready to step in as required. Committee discussed the three impending issues as outlined in the Animal Control Services report and staff was directed to prepare a report to address each impending issue for Committee’s future consideration.

ITEM #6: 2014 Election Update

The CAO/Clerk provided an overview of the report which outlined the results of the 2014 City of Pembroke Municipal Election. Statistics were provided on the voter turnout with comparisons provided from previous years as well as provincially. List management issues relating to the MPAC Merge data were discussed and staff recommended that the list management system be used throughout the following years to help ensure the voters' list is kept up to date. Staff was directed to place this item into the 2015 budget for deliberation. A concern was raised in regards to the Election Sign Policy and staff was asked to review this policy prior to the next election.

ITEM #7: Upper Ottawa Valley Physician Recruitment Committee Termination

Terry Lapierre, CAO/Clerk, presented the report.

MOTION: Moved by Councillor Lafreniere
Seconded by Councillor Reavie

THAT the Finance and Administration Committee provide notice to the Upper Ottawa Valley Medical Recruitment Committee to terminate the City's relationship with the Committee.

CARRIED

The meeting then adjourned at 7:25 p.m. on motion of Councillor Lafreniere, seconded by Councillor Scott.

CARRIED