

Finance & Administration Committee Meeting

Council Chambers
PEMBROKE, Ontario
March 3, 2015
6:00 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 in attendance were LeeAnn McIntyre, Treasurer/Deputy Clerk; Chief Dan Herback, Pembroke Fire Department; and Heidi Martin, Recording Secretary.

ITEM #1: Approval of Agenda

MOTION: Moved by Councillor Scott
Seconded by Councillor McCann
THAT the agenda of the Finance & Administration Committee meeting of March 3, 2015 be accepted as circulated.

CARRIED

ITEM #2: Approval of Minutes

MOTION: Moved by Councillor Reavie
Seconded by Councillor Plummer
THAT the minutes of the Finance & Administration Committee meeting of February 3, 2015 be accepted as circulated.

CARRIED

ITEM #3: Declaration of Pecuniary Interest

There were no disclosures of pecuniary interest.

ITEM #4: Fire Department Long Service Awards

Chief Herback and Mayor LeMay presented a 20 year Federal Exemplary Service Medal to Captain Gary Lowe; 25 year Provincial Long Service Medals to Acting Captain Ed Beaupre and Acting Captain Bill Clayton; and 30 year Federal Exemplary Service Medal bars to Captain Phil Corriveau and Retired Captain Stacy Graveline. Missing was Acting Captain Darrell Andrews who also received a 20 year Federal Exemplary Service Medal.

ITEM #5: Fire Department Monthly Report

Fire Chief Herback provided an overview of the Pembroke Fire Department's February 2015 Monthly Report. A question was raised in regards to the retirement of two Fire Fighters and if the Department will manage until replacements have been found to which Chief Herback responded that coverage is available.

ITEM #6: Canada Post Community Mail Boxes

Ms. McIntyre presented the report and asked for Committee direction regarding the passing of a By-law by City Council prohibiting the placement of Community Mail Boxes (CMB) within City owned allowances. A discussion was held and concerns were raised in regards to garbage collecting around the mail boxes, safety concerns during the winter months and the potential of litigation in the future if Council decides to pass a By-law that cannot be enforced.

Mr. Wade Wallace, Canadian Union of Postal Workers (CUPW), Central Region President, Local 588; assured Committee that should Council pass a by-law, CUPW would cover any legal fees the City may encounter. He stated that CUPW was fighting to maintain a service for the Pembroke community and that no jobs were being lost due to the placement of CMB's.

Following a discussion, staff was directed to look further into this issue and to ensure that CUPW would sign an agreement that would cover all costs if the City were to pass a by-law and subsequently be involved in litigation on this matter.

ITEM #7 OCIF – Application Based Component

Ms. McIntyre provided an overview of her information report which indicated that the City of Pembroke's McGee Lift Station project was not successful to receive funding through the Ontario Community Infrastructure Fund (OCIF).

ITEM #8 Ontario Trillium Foundation Report

Ms. McIntyre provided an overview of an information report with respect to an Ontario Trillium Foundation grant received by the City of Pembroke in partnership with the Pembroke Old Time Fiddling and Step Dancing Association for the supply and installation of electrical upgrades at Riverside Park. Ms. McIntyre stated that the project was now considered closed and the final report was submitted.

The meeting then adjourned at 6:35 p.m. on motion of Councillor Scott, seconded by Councillor Plummer.