

# Finance & Administration Committee Meeting

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Council Chambers  
PEMBROKE, Ontario  
January 3, 2017  
6:25 p.m.

## 1. Call to Order

Present:

Deputy Mayor Gervais, Chair	Councillor Lafreniere
Councillor McCann	Councillor Plummer
Councillor Reavie	Councillor Scott

Regrets:

Mayor LeMay

Also Present:

Terry Lapierre, CAO/Clerk  
LeeAnn McIntyre, Treasurer/Deputy Clerk  
Chief Daniel Herback, Fire Chief, Pembroke Fire Department  
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 6:25 p.m.

## 2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest declared.

## 3. Approval/Amendment of Meeting Agenda

MOTION: Moved by Councillor McCann  
Seconded by Councillor Scott  
THAT the agenda of the Finance and Administration Committee meeting of January 3, 2017 be accepted as circulated.

CARRIED

## 4. Approval of Minutes

MOTION: Moved by Councillor Scott  
Seconded by Councillor McCann

THAT the minutes of the Finance & Administration Committee meeting of December 6, 2016 be accepted as circulated.

CARRIED

**5. Business Arising from Minutes**

There was no business arising from the minutes.

**6. Presentation**

**a. 2017 Reassessment Study – Peter Freise, Municipal Tax Equity Consultants**

Ms. McIntyre introduced Peter Freise from Municipal Tax Equity (MTE) Consultants Inc. and indicated that MTE had been retained by the City to conduct a Reassessment Review. Mr. Freise provided an overview of MTE's findings and provided possible mitigation strategies that Council may wish to look at as it plans for the future. A discussion was held and the following points were raised:

- Review and possibly alter the vacancy rebate program currently being utilized
- Consider and evaluate alternative tax ratio strategies

The Chair thanked Mr. Freise for his presentation.

**7. New Business**

**a. Pembroke Fire Department Monthly Report**

Chief Herback presented an overview of the Pembroke Fire Department's December 2016 Monthly Report. In response to questions, Chief Herback indicated that a recent large structural fire was still under investigation and that no further correspondence has been received from the County of Renfrew in regards to the Renfrew County Fire Chiefs recommendations for the Renfrew County Communication systems and equipment.

**8. Adjournment**

MOTION: Moved by Councillor Reavie  
Seconded by Councillor McCann  
THAT the January 3, 2017 meeting of the Finance and Administration Committee adjourn at 7:23 p.m.

CARRIED