

# Finance & Administration Committee Meeting

Council Chambers  
Pembroke, Ontario  
November 7, 2017  
7:25 p.m.

## 1. Call to Order

### Present:

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

### Also Present:

Terry Lapierre, Chief Administrative Officer  
Ron Conroy, Manager – Parks & Recreation  
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 7:25 p.m.

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

There were no declarations of pecuniary interest.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Councillor Reavie  
Seconded by Councillor Plummer  
That the agenda of the Finance & Administration Committee meeting of November 7, 2017 be accepted as circulated.

**Carried**

## 4. Approval of Minutes

### Motion:

Moved by Councillor Scott  
Seconded by Councillor Plummer  
That the minutes of the Finance & Administration Committee meeting of October 3, 2017 be accepted as circulated.

**Carried**

**5. Business Arising from Minutes**

There was no business arising from the minutes.

**6. New Business**

**a. Monthly Accounts**

Mr. Lapierre reviewed the report. There were no questions.

**b. Pembroke Lumber Kings**

Mr. Conroy presented the report. A discussion was held and the following points raised:

- having a second bar on a trial basis for this season is a good idea
- the City should help out with the security costs of having a second security person
- what would be required to license the entire PMC?

**Motion:**

Moved by Councillor McCann

Seconded by Councillor Plummer

That the Finance and Administration Committee approve the request from the Pembroke Lumber Kings to set up a satellite bar on a trial basis on the north side of the Activity Room during hockey games until the end of the 2017/2018 season beginning the first game in December;  
and

That the Finance and Administration Committee recommends that the cost for the second security person be the responsibility of the City.

**Carried**

**Direction:**

Staff was directed to investigate the possibility of licensing the entire PMC arena.

**c. Pembroke Fire Department Monthly Report**

Mr. Lapierre reviewed the Pembroke Fire Department Monthly Report and in response to a question, Mr. Lapierre indicated that the cost of the new fire hall is still within budget.

**d. Animal Shelter Services**

Mr. Lapierre reviewed the report. The CAO was thanked for working with and assisting the SPCA to move to Pembroke.

**Motion:**

Moved by Councillor Reavie

Seconded by Councillor McCann

That the Finance and Administration Committee recommends entering into a contract with the OSPCA Renfrew County Branch to provide Pound Keeper Services for the municipality effective January 1, 2018.

**Carried**

## **7. Adjournment**

### **Motion:**

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the November 7, 2017 meeting of the Finance & Administration Committee adjourn at 7:50 p.m.

**Carried**