

Finance & Administration Committee Meeting

Council Chambers
Pembroke, Ontario
December 5, 2017
7:20 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
LeeAnn McIntyre, Treasurer/Deputy Clerk
Nancy Rapin, Recording Secretary

The Chair called the meeting to order at 7:20 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

Deputy Mayor Gervais declared a perceived pecuniary interest regarding Item 6(b) October 2017 Accounts.

3. Approval/Amendment of Meeting Agenda

Motion:

Moved by Councillor Reavie

Seconded by Councillor Scott

That the agenda of the Finance & Administration Committee meeting of December 5, 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 November 7, 2017 be accepted as circulated.

Carried

5. Business Arising from Minutes

There was no business arising from the minutes.

6. New Business

a. Pembroke Fire Department Monthly Report

Chief Herback reviewed the Pembroke Fire Department monthly report.

Deputy Mayor Gervais left the table due to a perceived pecuniary interest. Councillor McCann assumed the Chair.

b. Monthly Accounts

Ms. McIntyre reviewed the monthly report. There were no questions.

Deputy Mayor Gervais returned to the table as Chair.

c. Vacant Unit Rebate Program

Ms. McIntyre reviewed the report seeking Committee direction regarding the current vacancy rebate program. A discussion was held.

Motion:

Moved by Councillor Plummer

Seconded by Councillor Lafreniere

That the Finance & Administration Committee approve changes in program as presented.

Carried

and

Motion:

Moved by Councillor Reavie

Seconded by Mayor LeMay

That the Finance & Administration Committee approve the transferring of savings to the Community Improvement Plan Reserve, as presented.

d. 2017 Accessibility Annual Status Report Update

Ms. Martin presented the information report. A discussion was held.

e. Camera Surveillance Equipment

Ms. Lapierre presented the report seeking Committee direction. A discussion was held.

Motion:

Moved by Councillor Plummer

Seconded by Councillor Reavie

That the Finance & Administration Committee approve the concept of purchasing additional camera surveillance equipment with costs to be presented at the 2018 budget discussions.

Carried

7. Adjournment

Motion:

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the December 5, 2017 meeting of the Finance & Administration Committee adjourn at 8:00 p.m.

Carried