

Finance & Administration Committee Meeting

Council Chambers
PEMBROKE, Ontario
March 7, 2017
6:05 p.m.

1. Call to Order

Present:

| | |
|-----------------------------|-------------------|
| Deputy Mayor Gervais, Chair | Mayor LeMay |
| Councillor Lafreniere | Councillor McCann |
| Councillor Reavie | Councillor Scott |

Also Present:

LeeAnn McIntyre, Treasurer/Deputy Clerk
Chief Daniel Herback, Fire Chief, Pembroke Fire Department
Doug Sitland, Manager, Operations
Heidi Martin, Recording Secretary

Regrets:

Councillor Plummer

The Chair called the meeting to order at 6:05 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 March 7, 2017 be accepted as circulated.

CARRIED

4. Approval of Minutes

MOTION: Moved by Councillor McCann
Seconded by Councillor Reavie

THAT the minutes of the Finance & Administration Committee meeting of January 24, 2017 be accepted as circulated.

CARRIED

MOTION: Moved by Mayor LeMay
Seconded by Councillor Scott
THAT the minutes of the Finance & Administration Committee meeting of January 26, 2017 be accepted as circulated.

CARRIED

MOTION: Moved by Councillor Lafreniere
Seconded by Councillor McCann
THAT the minutes of the Finance & Administration Committee meeting of February 7, 2017 be accepted as circulated.

CARRIED

5. Business Arising from Minutes

There was no business arising from the minutes.

6. Presentation

a. 2016 Year End Report

Deputy Mayor Gervais introduced and welcomed OPP Inspector Mark Wolfe and OPP Acting Staff Sergeant Dean Duchrow to the meeting. Inspector Mark Wolfe presented the 2016 year-end report providing an overview of policing services and programs offered to the community as well as the 2016 statistics.

The Mayor and Chair thanked Inspector Wolfe and Acting Staff Sergeant Duchrow for the presentation.

7. New Business

a. Pembroke Fire Department Monthly Report

Chief Herback presented an overview of the Pembroke Fire Department's February 2016 Monthly Report. He also indicated that a report with recommendations in regards to Renfrew County's Communication Infrastructure will be brought before County Council in April.

b. Thermal Imaging Camera Replacement

Chief Herback reviewed the report.

MOTION: Moved by Councillor Scott
Seconded by Councillor McCann
THAT the Pembroke Fire Department use the Equipment Replacement Reserve Fund to purchase a new Thermal Imaging Camera to replace the original camera purchased in 2008.

CARRIED

c. Design & Contract Administration Services

Doug Sitland reviewed the report. A discussion was held.

MOTION: Moved by Councillor Scott

Seconded by Councillor McCann
THAT the Finance and Administration Committee approves the award for Engineering Design Services for the McGee Lift Station Replacement (Request for Proposal No. P-17-01) to Jp2g Consultants Inc. in the amount of \$321,370.00 plus HST

AND

THAT Committee approves additional expenditures in the amount of \$48,200 for a contingency allowance with the total value of the recommendations equaling \$369,570.00 plus applicable HST.

CARRIED

8. Adjournment

MOTION: Moved by Councillor Reavie

Seconded by Councillor McCann
THAT the March 7, 2017 meeting of the Finance and Administration Committee adjourn at 6:55 p.m.

CARRIED