

Finance & Administration Committee Meeting

Council Chambers
PEMBROKE, Ontario
May 2, 2017
6:08 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/Clerk
LeeAnn McIntyre, Treasurer/Deputy Clerk
Daniel Herback, Fire Chief, Pembroke Fire Department
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 6:08 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 Scott
Seconded by Councillor McCann
THAT the agenda of the Finance and Administration Committee meeting of May 2, 2017 be accepted as circulated.

CARRIED

4. Approval of Minutes

MOTION: Moved by Mayor LeMay
Seconded by Councillor Reavie
THAT the minutes of the Finance & Administration Committee meeting of April 4, 2017 be accepted as circulated.

CARRIED

5. **Business Arising from Minutes**

There was no business arising from the minutes.

6. **Presentation**

a. **United Way Presentation**

Deputy Mayor Gervais introduced and welcomed Bonnie Schryer, AODA Partnership Coordinator for Renfrew County United Way to the meeting. Ms. Schryer explained that she has been hired by the United Way to assist small to medium sized businesses understand and comply with the Accessibility for Ontarians with Disability Act (AODA). She also provided an overview of a program the United Way is hoping to initiate to increase accessibility to businesses in the downtown areas across the county. Ms. Schryer was thanked for her presentation.

7. **New Business**

a. **Pembroke Fire Department Monthly Report**

Chief Herback presented an overview of the Pembroke Fire Department's April 2017 Monthly Report. In conjunction with Emergency Preparedness Week, Chief Herback was asked to comment on Emergency Preparedness to which he stressed the importance of everyone being prepared to be on their own during an emergency for a minimum of 72 hours and that information was available on the City's website as well as City Hall and the Fire Department. In response to a question on Renfrew County's Communication Infrastructure, Chief Herback replied that the recommendations were presented to the County's Public Works Committee and this issue will now go before the County's Health Committee as well as County Council for consideration.

b. **2017 Grants to Organizations**

Ms. McIntyre reviewed the report and noted that the total grant requests from organizations exceed the amount included in the 2017 Budget by \$36,400. A discussion was held and the following points were raised:

- it may be time to stop providing grants to organizations
- organizations may need to look at increasing their membership fees
- organizations may need to look at where their membership resides as one organization noted that 48% did not live in the City
- the Historical Society should be considered a strategic partner
- both Senior Centres could also be considered a strategic partner as they also provide a service for the City

- the senior organizations require municipal funding to optimize provincial grants

MOTION: Moved by Councillor Reavie
 Seconded by Mayor LeMay
 THAT the Finance and Administration Committee allocate the \$10,000 in the 2017 Budget for grants to organizations that are not considered “strategic partnerships” as follows:

\$6,000	Ottawa Valley Historical Society
\$2,000	Senior’s Drop-in & Activity Centre
\$2,000	Centre Lajoie des aîné(e)s francophones de Pembroke

CARRIED

MOTION: Moved by Mayor LeMay
 Seconded by Councillor McCann
 THAT the Finance and Administration Committee accept the Centre Lajoie des aîné(e)s francophones de Pembroke proposal to enter into an official agreement with the City to provide programming for French Seniors in the community and receive municipal funds through donations.

CARRIED

DIRECTION: Staff was directed to prepare a report on the City’s strategic partnerships and grants for discussion in the fall of this year.

c. Vacant Unit Rebates

Ms. McIntyre reviewed the report. A discussion was held with the following points raised:

- disappointing to see 16 properties have received a vacancy rebate between 5-10 years
- it would be very difficult to involve the business community to make them aware of the potential impacts prior to the deadline of July 1, 2017
- it would be best to introduce a new program in 2018

MOTION: Moved by Mayor LeMay
 Seconded by Councillor Plummer
 THAT the Finance and Administration Committee maintain the existing vacancy rebate program for 2017 and directs staff to begin the process of reviewing the vacant rebate and reduction program begin during the fall of 2017 to enable the new program to be implemented in 2018

CARRIED

d. Monthly Accounts

Ms. McIntyre presented the report.

MOTION: Moved by Councillor Reavie
Seconded by Councillor McCann
THAT the Finance and Administration Committee accept the
March 2017 monthly accounts

CARRIED

8. Adjournment

MOTION: Moved by Councillor Reavie
Seconded by Councillor Plummer
THAT the May 2, 2017 meeting of the Finance and Administration
Committee adjourn at 7:20 p.m.

CARRIED