

Finance & Administration Committee Meeting

Council Chambers
Pembroke, Ontario
April 2, 2019
6:26 p.m.

1. Call to Order

Present:

Councillor Jacyno, Vice Chair
Mayor LeMay
Deputy Mayor Gervais
Councillor Abdallah
Councillor Lafreniere

Regrets:

Councillor Plummer
Councillor Reavie

Also Present:

Terry Lapierre, Chief Administrative Officer
Chief Dan Herback, Pembroke Fire Department
Brian Lewis, Manager of Operations
Diane Schofield, Deputy Treasurer
Heidi Martin, Recording Secretary

Councillor Jacyno acting as Chair called the meeting to order at 6:26 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 Deputy Mayor Gervais
Seconded by Councillor Lafreniere

That the agenda of the Finance & Administration Committee meeting of April 2, 2019 be accepted as circulated.

Carried

4. Approval of Minutes

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Lafreniere

That the minutes of the Finance & Administration Committee meeting of March 5, 2019 be accepted as circulated.

Carried

5. Business Arising from Minutes

There was no business arising from the minutes.

6. Presentation

Chief Dan Herback presented the Pembroke Fire Departments 2018 annual report. Chief Herback thanked Brian Lewis, Manager of Operations for his time and dedication during the building of the new Fire Hall. Committee members thanked Chief Herback and his staff for their commitment to keeping the City and its residents safe.

7. New Business

a. Pembroke Fire Department Monthly Report

Chief Herback reviewed the Pembroke Fire Department's monthly report. The Chair thanked Captain Philip Corriveau for his 34 years of service and wished him well in his retirement.

b. Supply and Delivery of Three (3) 2019 Two-Wheel Drive Pick-Up Trucks with Regular Cabs – Tender No. T-19-3

Ms. Schofield presented the report.

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Abdallah

That the Finance and Administration Committee table this agenda item until the April 16th Operations Committee meeting to allow staff to prepare a report on local procurement.

Carried

c. Investing in Canada Infrastructure Program (ICIP) in Ontario – Rural and Northern Stream

Mr. Lewis reviewed the information report. A discussion was held with the following points raised:

- Only one application is allowed per ICIP Stream Intake
- Pembroke Street West is heavily travelled and is a major thoroughfare
- Boundary Road/Bennett Street includes the Taylor Bridge and the Foster Fraser Bridge that require extensive repairs which has resulted in health and/or safety risks to staff and equipment as well as the travelling public. Emergency vehicles access these roads to respond to emergencies in other areas of the City.

Motion:

Moved by Councillor Abdallah

Seconded by Deputy Mayor Gervais

That the Finance and Administration Committee recommends that the Pembroke Street West (Christie Street to City Limits) Reconstruction project be considered for a funding application under the Investing in Canada Infrastructure Program (ICIP) in Ontario – Rural and Northern Stream.

Carried

d. Lease Renewal – Senior Drop-in and Activity Centre

Mr. Lapierre presented the report.

Motion:

Moved by Mayor LeMay

Seconded by Councillor Lafreniere

That the Finance and Administration Committee recommends that a 4-year lease beginning June 1, 2019 and ending on May 31, 2023 be signed with the Senior Citizens' Drop-In Craft and Activity Centre.

Carried

e. Code of Conduct for Members of Council and Local Boards and Committees

Mr. Lapierre presented the report and indicated that a By-law has been prepared for the Council meeting held later this evening.

f. Council-Staff Relations Policy

Mr. Lapierre presented the report for Committee consideration and requested that members review the document and advise of any concerns prior to April 26, 2019.

8. Adjournment

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Lafreniere

That the April 2, 2019 meeting of the Finance & Administration Committee adjourn at 7:25 p.m.

Carried