

# Finance & Administration Committee Meeting

Council Chambers  
Pembroke, Ontario  
September 5, 2023  
7:39 p.m.

## 1. Call to Order

### **Present:**

Deputy Mayor Abdallah, Chair  
Mayor Gervais  
Councillor Jacyno  
Councillor Kuehl  
Councillor Lafreniere  
Councillor Plummer  
Councillor Purcell

### **Also, Present:**

David Unrau, Chief Administrative Officer  
Chief Scott Selle, Pembroke Fire Department  
Nancy Rapin, Recording Secretary

Deputy Mayor Abdallah called the meeting to order at 7:39 p.m.

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

There were no pecuniary interests declared.

## 3. Approval/Amendment of Meeting Agenda

### **Motion:**

Moved by Councillor Lafreniere  
Seconded by Councillor Jacyno

That the agenda of the Finance & Administration Committee meeting of September 5, 2023, be approved as circulated.

**Carried**

## 4. Approval of Minutes

a. Combined Committee – August 8, 2023

### **Motion:**

Moved by Councillor Kuehl  
Seconded by Councillor Purcell

That the minutes of the Combined Committee meeting of August 8, 2023, be approved as circulated.

**Carried**

## 5. Business Arising from Minutes

There was no business arising from the minutes.

**6. Presentations/Delegations**

- a. North American Indigenous Games Appreciation Presentation  
Mayor Gervais introduced Gerry Benoit, Coach of the U14 Team Ontario Basketball, and the North American Indigenous Games athletes including: Nolan Costello, John Baillie, Mark Baillie, Lena Costello, and Victoria Bergeron who were present. Mayor Gervais presented the team with a token of appreciation from the City of Pembroke.
- b. Community Safety and Well-Being Plan, Patrick Finnegan  
Mr. Unrau introduced Mr. Finnegan who was present virtually to present the “draft” final Community Safety and Well-Being Plan. A discussion was held and the following points were raised:
- Committee thanked Mr. Finnegan for his dedication to this project
  - Should the Public Health component be explored more extensively?
  - Lived experiences very important to be included
  - Problem goes beyond the City of Pembroke – is a federal problem
  - Well-thought out and comprehensive report
  - The goal is for the plan to be able to be posted on the City’s website by end of September
  - Substance Use Collective Action Planning Day is scheduled for September 19 at Shady Nook Recreation Centre from 1 p.m. to 4 p.m.

**7. New Business**

- a. PFD Monthly Report – August 2023  
Chief Selle presented the information report.
- b. Update of City of Pembroke Emergency Plan  
Chief Selle presented the report. A discussion was held and the following points were raised:
- Does CAO have an alternate – yes through the normal organizational structure through the City
- Motion:**  
Moved by Councillor Jacyno  
Seconded by Councillor Lafreniere  
That the Finance & Administration Committee adopt the updated City of Pembroke Emergency Plan, as presented.  
**Carried**
- c. Heat Alert and Response System and Cooling Centers  
Chief Selle presented the report. A discussion was held, and the following points were raised:
- Any respite area for overnight relief – should be addressed
  - Any consideration for a water bottle refill station? – Mr. Durocher could be questioned regarding the water refill stations
  - Are there any locations in the east end of the City
  - The City should have some sort of known “go to alert”

- Plan will be brought forward to the Emergency Management Program Committee

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Purcell

That the Finance & Administration Committee direct City staff develop a Heat Alert and Response System and approve finance to the Library of \$500 per year with an additional \$700 from the General funds of the EP Budget to purchase coolers, locks, chains and water for Riverside and Waterfront, as presented.

**Carried**

- d. Central Ambulance Communication Center (Renfrew CACC) Equipment Purchase and Upgrade

Chief Selle presented the report. A discussion was held, and the following points were raised:

- Staff to bring back more information because of complexity of situation
- County Council overturned the decision made at the Committee level – can they change other decisions already made as well?
- City has no say at County table but contributes 4.2 million to the County
- Consistency with other municipalities is important
- Dispatchers have done a very good job

**Motion:**

Moved by Councillor Jacyno

Seconded by Mayor Gervais

That the Finance & Administration Committee direct staff to explore other options that may be available for radio/dispatching equipment.

**Carried**

- e. Ontario Provincial Police Detachment Board Update

Mr. Unrau presented the information report.

- f. Event Support Request

Mr. Unrau presented the report.

**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Finance & Administration Committee accept date change for the Ribs in the Valley Charity Amateur Rib Competition to September 23<sup>rd</sup> with a rain date of September 30<sup>th</sup>, and it be recognized as a municipal significant event, as presented.

**Carried**

8. **Adjournment**

**Motion:**

Moved by Councillor Kuehl

Seconded by Councillor Lafreniere

That the Finance & Administration Committee meeting of September 5, 2023, adjourn at 9:08 p.m.

**Carried**