

Finance and Administration Committee Meeting

Council Chambers
Pembroke, Ontario
December 5, 2023
7:52 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:

Chief Scott Selle, Pembroke Fire Department
Angela Lochtie, Treasurer/Deputy Clerk
Brian Lewis, Director of Operations
David Unrau, Chief Administrative Officer/Deputy Clerk
Nancy Rapin, Recording Secretary

Deputy Mayor Abdallah called the meeting to order at 7:52 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

Mayor Gervais declared a pecuniary interest in regards to Item 6 g) Warming Centre Agreement as Bob Sheppard acts for the City regarding this.

3. Approval/Amendment of Meeting Agenda

Motion:

Moved by Councillor Plummer
Seconded by Councillor Kuehl

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

Carried

4. Approval of Minutes

Motion:

Moved by Councillor Jacyno
Seconded by Councillor Plummer

That the minutes of the Finance and Administration Committee meeting of November 7, 2023, be approved as circulated.

Carried

5. Business Arising from Minutes

There was no business arising from the minutes.

6. New Business

a. PFD Monthly Report – November 2023

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

- Could the monthly report include the fire code status inspections of municipally-owned facilities including the number completed, total and date of last inspection?
- How frequently are inspections completed for municipally owned facilities -
 - Level of risk is low on municipal buildings so focus is on other buildings
- Fire Department and Fire Chief is very much appreciated by Council
- Chili-fest was a great success and this indicates the support of the community

b. Fire Dispatching Services for the City of Pembroke

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

- Makes sense to continue with the current fire dispatch service provider
- Current service is “adequate”
- Can we partner with the Town of Renfrew who has similar issues – no opportunity for this
- Minor incidents with CACC but nothing serious – meet all basic needs

Motion:

Moved by Councillor Plummer

Seconded by Councillor Kuehl

That the Finance and Administration Committee direct staff to continue with the current fire dispatch service provider, as presented.

Carried

c. Water Rescue Agreement with the Township of Whitewater Region

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

- 5.1 and 6.2 are unclear – liability question
 - Pembroke firefighters handle Pembroke’s equipment
- Is the City’s liability increased when acting outside of the City?
 - Chief will look into
- Municipalities are indemnifying each other according to this agreement
- Agreement should state each shall bear own cost and liability

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Purcell

That the Finance and Administration Committee approve entering into a Fire Service Agreement between the City of Pembroke and the Township of Whitewater Region concerning the provision of water rescue services by the Pembroke Fire Department to the Region of Whitewater, in principle pending further clarification on sections 5.1 and 6.2.

Carried

d. 2024 Council and Committee Remuneration

Ms. Lochtie reviewed the report. A discussion was held, and the following points were raised:

- Councillor Kuehl’s motion of January 17, 2023 should be lifted from the table.

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Plummer

That the Finance and Administration Committee lift the January 17, 2023 motion from the table, as follows:

Moved by Councillor Kuehl

Seconded by Councillor Plummer

That Council directs staff to prepare a by-law freezing the honorarium of the Mayor, Deputy Mayor and Councillors as at November 29, 2022 and continuing such freeze thereafter until the conclusion of the current term as defined in s. 6 of the Municipal Elections Act, 1996, S.O. 1996, c.32, as amended; and

That Council directs staff to prepare an amending by-law to the Procedural By-law, being By-law 2020-61, as amended, that forbids any motion, by-law or other action or proceeding, in whole or in part, to be put before or considered by Council, or any Committee of Council, concerning the increasing of Council honorariums except between January 1st and June 30th of an election year.

Carried

The following points were raised:

- Very large honorarium increase for Councillors was voted for in 2016;

Councillor Jacyno left the table.

- Honorarium should be set between January 1 and June 30 of an election year to be truly transparent;
- COLA increases are not released to the public until after the fact;
- Freeze honorariums for Council term;
- Municipalities are the only level of government with a recommendation to increase honorariums;
- Ad Hoc Committee was thanked as experienced and qualified members;
- Council has the right to accept or refuse recommendations from Ad Hoc Committees;
- Voting on one's salary is a very sensitive issue;
- Province should perhaps set rates;
- A reasonable COLA increase is important to be upheld;
- COLA increases are not transparent as they are done automatically and not in a public forum;
- The Ad Hoc Committee indicated the City of Pembroke is in the middle as far as honorariums are concerned;
- Freezing honorariums may put the City behind;
- The increase in 2016 was related to the removal of 1/3 tax exemption by the Federal Government;
- Most municipalities in Renfrew County increased Council compensation to make up for the difference at the time;

Councillor Jacyno returned to the table.

- There was no intention to hide anything in terms of the budget process;
- Council can request information at any time from the Treasurer;
- Council has never hid any honorarium increase – all has been done in a public forum;

- Committees and individuals hired to investigate issues and make recommendations should be valued more, otherwise what is the point?
- 2024 budget will have some difficult decisions to be made;
- Freezing honorariums is acceptable but not freezing COLA.

Motion:

Moved by Councillor Kuehl

Seconded by (there was no seconder)

That Committee freeze honorarium and COLA for the remainder of this Council term.

Councillor Kuehl requested a recorded vote.

Yea: Councillors Kuehl, Plummer, Purcell

Nea: Mayor Gervais, Deputy Mayor Abdallah, Councillors Jacyno, Lafreniere

Defeated**Motion:**

Moved by Councillor Lafreniere

Seconded by Mayor Gervais

That the Finance & Administration Committee table the motion.

Councillor Kuehl requested a recorded vote to table the motion.

Yea: Mayor Gervais, Deputy Mayor Abdallah, Councillors Jacyno, Lafreniere, Purcell

Nea: Councillors Kuehl, Plummer

Carried**Motion:**

Moved by Councillor Lafreniere

Seconded by Councillor Kuehl

That the Finance and Administration Committee accept the continued COLA increases as currently receiving, with no other changes unless discussed between January 1 and June 30, 2026.

Councillor Jacyno requested a recorded vote.

Yea: Mayor Gervais, Deputy Mayor Abdallah, Councillors Kuehl, Lafreniere, Plummer, Purcell

Nea: Councillor Jacyno

Carried**e. Blue Box Transition**

Mr. Lewis reviewed the report. A discussion was held, and the following points were raised:

- Collection of ineligible sources would be written into the contract;
- City does provide pick up at our parks and own facilities and will continue;
- Current waste management provider would continue to work with the City.

Motion:

Moved by Councillor Lafreniere

Seconded by Councillor Kuehl

That the Finance and Administration Committee approve the withdrawal of the Corporation from the management of the Blue Box Program and that the Operations Director be authorized to negotiate and execute agreement with Producer Responsibility Organizations (PRO) for other scopes of work related to Blue Box services, if required, to ensure continuity of services to residents, and within existing budgets, in keeping with the City's Procurement Policy, and with reports on actions being brought back to Committee; and that the Finance and Administration Committee direct staff to pursue a contract for the collection of the non-eligible sources of recycling beyond transition (after January 1, 2026), and direct staff to hire a consultant to assist in navigating the transition and to create new contracts for waste management and facility services, as presented.

Carried

f. Aquatic Centre Public-Private-Partnership (P3)

Mr. Lewis reviewed the report. A discussion was held, and the following points were raised:

- There are many questions to be answered;
- Due to the late hour, perhaps this item should be brought to a special meeting.

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Lafreniere

That the Finance & Administration Committee direct staff to bring Aquatic Centre Public-Private-Partnership (P3) report to Special Meeting of Council.

Carried

Mayor Gervais left the table due to his pecuniary interest.

g. Warming Centre Agreement

Mr. Unrau reviewed the report. A discussion was held, and the following points were raised:

- Great accomplishment;
- Question regarding number of trailers required – permission should have to be granted as per the site plan agreement with placement of second trailer;
- Kudos to all volunteers and service providers;
- Very happy with plan in place.

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Lafreniere

That the Finance and Administration Committee recommend that Council approve the Warming Centre Agreement for 2023, as presented.

Carried

Mayor Gervais returned to the table.

7. Adjournment

Motion:

Moved by Councillor Kuehl

Seconded by Councillor Purcell

That the Finance and Administration Committee meeting of December 5, 2023, adjourn at 9:55 p.m.

Carried