

**COMMITTEE OF THE WHOLE
PUBLIC WORKS & OPERATIONS COMMITTEE
FINANCE & ADMINISTRATION COMMITTEE**

St. Clair Civic Centre
Sombra Room
June 14, 2006
1:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, June 14, 2006 with the following people present:

S. Miller,	Chairperson, Public Works and Operations
S. Warner,	Chairperson, Finance & Administration
J. Dedecker,	Mayor
S. Arnold,	Deputy Mayor
D. Randell,	Councillor
P. Alexander,	“
P. Gilliland	“

Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	R. Kerr,	Director of Public Works
	C. Quenneville,	Director of Finance/Treasurer

FINANCE AND ADMINISTRATION COMMITTEE

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending May, 2006

3. STATEMENT OF FINANCIAL POSITION: Months ended May 31, 2006

4. TREASURER'S REPORT:

A-1 – 2006 GST Issues

A-2 – Supplementary Budget Information for St. Clair Parks Commission

5. BUILDING INSPECTOR'S REPORT:

B-1 - Building Permit Reports for the month Ending May 31, 2006

6. CLERK'S REPORTS:

7. C.A.O.'S REPORTS:

8. DIRECTOR OF COMMUNITY SERVICES REPORT:

E-1 – Monthly report dated June 7, 2006

9. NEW BUSINESS:

10. ADJOURNMENT:

Chairperson Warner called the meeting to order and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee proceeded to review the report of the Director of Community Services on various items.

Moved by S. Arnold

Seconded by D. Randell

Motion #1 That it be recommended to Council that the Director of Community Services be authorized to install a new drain and catchbasin into pod A and outlet into the storm sewer on Emily Street near the south end of the campground.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #2 That it be recommended to Council that the Director of Community Services be authorized to proceed with the necessary repairs to the ice equipment at the Sports Complex with the estimated cost to complete this work including the compressor, oil separator and labour of \$28,000.00 to be charged to the Complex's Capital improvements.

CARRIED

The Committee discussed in detail Mr. Hackett's suggestion on new signage for the St. Clair Parks assets being managed by the municipality. Mr. Hackett also presented to the Committee a new logo design which the Committee approved with minor modifications. Mr. Hackett is proposing to put new signage incorporating the new logo at all parks and facilities being managed by the municipality that were former St. Clair Parkway Commission assets.

Moved by S. Arnold

Seconded by J. Dedecker

Motion #3 That it be recommended to Council that the Director of Community Services be authorized to change the signage to incorporate the new St. Clair Township Parks logo on all facilities being operated by the municipality as former St. Clair Parkway Commission assets at an estimated cost of approximately \$20,000.00 to be financed with capital funding anticipated from the Province of Ontario.

CARRIED

The Committee discussed the portion of Mr. Hackett's report dealing with Trillium Funding for Courtright and Pt. Lambton Community Halls. Councillor Randell mentioned a need at the Wilkesport Community Centre for washroom improvements to make them handicapped accessible. It was suggested that Mr. Hackett contact Mr. Chuck Lauwereys, Chairman of the Wilkesport Community Centre Board to discuss the drafting of a potential Trillium Funding Application.

Moved by S. Arnold

Seconded by D. Randell

Motion #4 That it be recommended to Council that the Director of Community Services be authorized to progress with the washroom and kitchen improvements to the Courtright Community Hall to be financed from the St. Clair Township Education and Environment Reserve Fund and that the Trillium Application for this project not be resubmitted.

CARRIED

While present Mr. Hackett was questioned on recent burning in the area of the campground and the disturbance to the golf course earlier this week. Deputy Mayor Arnold also requested Mr. Hackett to obtain cost quotes for roadside maintenance by way of grass cutting and tree trimming for areas along the St. Clair Parkway adjoining the newly acquired riverside parks.

Moved by S. Arnold

Seconded by P. Alexander

Motion #5 That it be recommended to Council that the Director of Community Services be requested to obtain cost quotes for the roadside maintenance along the St. Clair Parkway in areas between the riverside parks formerly owned by the St. Clair Parkway Commission.

CARRIED

GENERAL ACCOUNTS: Month of May 2006

The Committee proceeded to review the monthly accounts for the month of May 2006.

Moved by D. Randell

Seconded by S. Miller

Motion #6 That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number ACA001 to YOU003, totaling, \$1,484,435.93 be approved for the month of May, 2006.

CARRIED

The Committee requested the Treasurer to research the refunds made for golf course memberships.

TREASURER'S REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #7 That it be recommended to Council that the Treasurer's Report on the Financial Statement of the Municipality as of May 31, 2006 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #8 That it be recommended to Council that the Deputy's Treasurer's Report entitled 2006 GST Issues be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #9 That it be recommended to Council that the Treasurer's Report on the subject of Supplementary Budget Information for St. Clair Parks Commission and the following recommendations be accepted.

"That the \$2,300,000 from the Province of Ontario for the St. Clair Parks Commission Capital Endowment payment be recorded in the 2006 capital budget as revenue with the offset being transferred to a new reserve."

"That the Hydro Repairs to the Cundick Park in the amount of \$8,515 be incorporated in the 2006 capital budget with financing from the St. Clair Parks Capital Endowment new reserves."

"That the \$50,000 from the Province of Ontario for the St. Clair Parks Commission be recorded in the capital budget as revenue and any associated cost be recorded as an expense and any remaining balance be transferred to a new reserve."

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by J. Dedecker

Seconded by P. Alexander

Motion #10 That it be recommended to Council that the Building Inspector's report for the month of May 2006 be received and accepted.

CARRIED

CLERK'S REPORT:

The Clerk solicited from the members of committee information necessary for the completion of the registration forms for the August AMO Conference. Also the Clerk verbally reported to Council information received at a recent Clerk's Conference regarding the "Vote by Mail" system. The Clerk advised that a contract has been signed with Data Fix as the preferred supplier for the "Vote by Mail" system which included a comprehensive electronic voters list which would also provide electronic strike offs as ballots are cast.

NEW BUSINESS:

Mr. Quenneville advised Council of the pending retirement of the Township's CIBC Account Manager Mr. Dave Koning.

Moved by J. Dedecker

Seconded by S. Arnold

Motion #11 That it be recommended to Council that the Treasurer be authorized to provide an appropriate Township memento to Mr. Koning on the occasion of his retirement.

CARRIED

Councillor Alexander advised of a verbal report from the St. Clair Township Auto Extrication Team who attended a recent competition in upstate New York. The Team located at the Wilkesport Fire Hall, finished second overall and District Chief Joe Card won the award for the best overall command.

Moved by D. Randell

Seconded by P. Alexander

Motion #12 That the meeting do hereby adjourn.

CARRIED

S. Warner,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS AND OPERATIONS COMMITTEE

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report dated June 7, 2006

3. COORDINATOR OF OPERATIONS REPORT:

- Monthly Report dated June 7, 2006
- Sidewalk Replacement – St. Clair Parkway Froomfield

4. COORDINATOR OF ENGINEERING SERVICES:

- Monthly Report dated June 7, 2006
- Parkway Slope Stability
- Courtright WWTP Expansion – Request for Additional Design Fees
- Development Status

5. DRAINAGE SUPERINTENDENT:

- Monthly Report dated June 7, 2006

6. CLERK'S REPORT:

7. CAO'S REPORT:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Miller called the meeting to order at 3:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS REPORT:

Moved by S. Arnold

Seconded by J. Dedecker

Motion #13 That this Committee recommend to Council that the monthly report of the Director of Public Works dated June 7, 2006, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS REPORT:

Moved by S. Warner

Seconded by P. Alexander

Motion #14 That this Committee recommend to Council that the monthly report of the Coordinator of Operations dated June 7, 2006, be received and accepted.

CARRIED

In discussion of the item in Mr. Selman's report regarding low water pressure complaint, the Committee requested appropriate staff to contact Mr. Wayne Manley, a resident on the Petrolia Line, to investigate a low water pressure complaint.

Moved by S. Arnold

Seconded by S. Warner

Motion #15 That this Committee recommend to Council that the report of the Coordinator of Operations on Sidewalk Replacement – St. Clair Parkway Froomfield dated May 26, be received and accepted and the recommendation contained therein to refer the issue to the 2007 capital budget be approved.

CARRIED

CO-ORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by S. Warner

Seconded by P. Gilliland

Motion #16 That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated June 7, 2006 be received and accepted.

CARRIED

Moved by S. Warner

Seconded by S. Arnold

Motion #17 That this Committee recommend to Council that the report of the Coordinator of Engineering Services on the Parkway Slope Stability dated June 7, 2006 be received and accepted.

CARRIED

Moved by S. Warner

Seconded by S. Arnold

Motion #18 That this Committee recommend to Council that the report of the Coordinator of Engineering on the Courtright WWTP Expansion – Request for Additional Design Fees dated June 7, 2006 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #19 That this Committee recommend to Council that the report of the Coordinator of Engineering on Development Status dated June 7, 2006 be received and accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by J. Dedecker

Seconded by S. Arnold

Motion #20 That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated June 7, 2006, be received and accepted and the recommendations contained therein be approved.

CARRIED

NEW BUSINESS:

Councillor Gilliland expressed his concern that the downed tree at the Colborne St. School has not been removed. The Clerk advised he would discuss that issue with the Property Standards Officer.

Deputy Mayor Arnold requested a report from the Drainage Superintendent on the Workman Drain request on the St. Clair Parkway in the vicinity of the No Frills store.

Moved by S. Arnold

Seconded by P. Alexander

Motion #21 That it be recommended to Council that the Director of Public Works be instructed to investigate with the City of Sarnia the possibility of obtaining access to the City of Sarnia sanitary sewage treatment infrastructure for the community of Corunna.

CARRIED

Councillor Alexander discussed with members and staff the issue of soil stock piling on a residential lot on the St. Clair Parkway north of Mooretown. Councillor Alexander was advised that drainage issues that may result from this stock piling of material is a civil matter between neighbours.

Mr. Kerr advised the Committee that the items referred to his department from the last meeting of Council are still under review and a report would be forthcoming.

Moved by S. Warner

Seconded by D. Randell

Motion #22 That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 4:00 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary