

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

St. Clair Civic Centre
Sombra Room
August 9, 2006
2:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, August 9, 2006 with the following people present:

	S. Miller,	Chairperson, Public Works and Operations
	S. Warner,	Chairperson, Finance & Administration
	S. Arnold,	Deputy Mayor
	D. Randell,	Councillor
	P. Alexander,	“
	P. Gilliland	Absent
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer
	R. Kerr	Director of Public Works

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending July, 2006

3. STATEMENT OF FINANCIAL POSITION: for period ending July 31, 2006

4. TREASURER’S REPORT:

A-1 - Request for Proposal (RFP) for Audit Services
A-2 - Approval of the 2005 St. Clair River Trail grant

5. DEPUTY TREASURER/COORDINATOR OF ACCOUNTING REPORT:

A-3 - Due Dates for tax levy for Multi-Residential, Commercial and Industrial related tax classes

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month Ending

7. CLERK’S REPORTS:

C-1- Friends of Joe - proposal

8. C.A.O.’S REPORTS:

9. DIRECTOR OF COMMUNITY SERVICES:

E-1 - Monthly report dated August 9, 2006

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairman Warner called the meeting to order at 2:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of July, 2006

The Committee reviewed the list of General Accounts and the Treasurer responded to several questions.

Moved by S. Arnold

Seconded by D. Randell

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to YEL001, totaling, \$1,382,731.86 be approved for the month of July, 2006.

CARRIED

STATEMENT OF FINANCIAL POSITION:

Mr. Quenneville responded to several questions posed by the Committee relative to the financial position relative of former St. Clair Parks Commission assets.

Moved by S. Miller

Seconded by S. Arnold

Motion #2: That this Committee recommend to Council that the Statement of Financial Position for the period ending July 31, 2006 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #3: That this Committee recommend to Council that the Treasurer's reports identified as A-1, "Request for Proposal (RFP) for Audit Services be received and adopted.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #4: That it be recommended to Council that Council approve the Grant in the amount of \$74,136.00 to the St. Clair River Trail to be financed from the St. Clair Education and Environmental Reserve Fund for 2005 fund raising year.

CARRIED

The Committee discussed a Township contribution in the established 2 to 1 ratio for funds raised in 2006 by the St. Clair River Trail Committee.

Moved by S. Arnold

Seconded by S. Miller

Motion #5: That it be recommended to Council that a grant be provided to the St. Clair River Trail at the traditional 2 to 1 funding ratio for the funds raised by the River Trail from January 1, 2006 to July 1, 2006 to be financed from the St. Clair Education and Environmental Reserve Fund.

CARRIED

The Committee reviewed the Deputy Treasurer/Co-ordinator of Accounting Report on due date for the tax levy of multi-residential, commercial and industrial related tax classes.

Moved by D. Randell

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the report of the Deputy Treasurer identified as A-3 "Due Dates for tax levy for Multi-Residential, Commercial and Industrial related tax classes be received and adopted.

CARRIED

BUILDING INSPECTOR'S REPORT:

The Committee was advised that the monthly Building Inspector's Report has not yet been received from the County.

CLERK'S REPORT:

Council reviewed the Clerk's Report on the memorial to the late Mayor Dedecker.

Moved by S. Miller

Seconded by P. Alexander

Motion #7: That it be recommended to Council that the Township support and partner with the "Friends of Joe" Citizens Committee to develop a memorial to late Mayor Dedecker at the Port Lambton Park with the Township's support to include assistance with fundraising, issuing of income tax receipts for donations channeled through the municipality and involvement in the approval of the final design and scope of the work in consultation with senior staff and in particular the Director of Community Services.

CARRIED

The Clerk also confirmed with the members that the reference to fund raising would include requests to determine if local industries wanted to participate in the effort. The Committee agreed with this approach. The Committee also requested the Clerk to obtain information from the St. Clair Region Conservation Authority as to the protocol of establishing a scholarship fund. Also, it was suggested that subject to the wishes of the family, that the Municipality rename the Port Lambton Park to Dedecker Park.

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by D. Randell

Seconded by S. Arnold

Motion #8: That it be recommended to Council that the Director of Community Services be authorized to improve the drainage at Brander Park at an estimated cost of approximately \$5,000.00 to be funded from the Capital Funding to be provided to the Municipality on the transfer of former St. Clair Parks assets to the Municipality.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #9: That this Committee recommend to Council that the monthly report of the Director of Community Services dated August 9, 2006, be received and accepted.

CARRIED

NEW BUSINESS:

Council was briefed by the Treasurer on information received from Cowan Public Entities regarding the cost and the possible benefits for the Municipality to include the Moore Centre Women's Institute hall under the Township's umbrella building coverage. Apparently the group is paying less than \$500.00 per year for insurance premiums and the quote received from Cowan Public Entities for comparable coverage was approximately \$1,500.00.

Moved by S. Arnold

Seconded by P. Alexander

Motion #10: That it be recommended to Council that a donation be made to the Moore Centre Women's Institute in an amount equivalent to the group's 2006 insurance premium to help the group offset these specific costs.

CARRIED

Moved by S. Arnold

Seconded by P. Alexander

Motion #11: That it be recommended to Council that the Staff award luncheon be held in conjunction with the September meeting of the Committee of the Whole.

CARRIED

Councillor Alexander briefed the Committee on issues that the Brigden Community Hall relative to the heating and cooling system. The appropriate staff is aware of the problem and a report will be forthcoming to Council with repair options and costs.

Hearing no further business it was:

Moved by D. Randell

Seconded by S. Miller

Motion #12: That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 2:45 p.m.

S. Warner,
Chairperson

J. DeMars
Secretary

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report dated August 3, 2006

3. COORDINATOR OF OPERATIONS REPORT:

4. COORDINATOR OF ENGINEERING SERVICES:

- Monthly Report dated August 3, 2006

5. DRAINAGE SUPERINTENDENT:

- Monthly Report dated July 28, 2006

6. CLERK'S REPORT:

7. CAO'S REPORT:

- Personnel in camera

8. NEW BUSINESS:

9. ADJOURNMENT:

At the appointed time Chairperson Miller called to order the meeting of the Public Works and Operations Committee as asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS REPORT:

The Committee proceeded to review Mr. Kerr's monthly report.

Moved by S. Warner

Seconded by D. Randell

Motion #13: That this Committee recommend to Council that the monthly report of the Director of Public Works dated August 1, 2006, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS REPORT:

There was no monthly report from the Co-ordinator of Operations.

CO-ORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by D. Randell

Seconded by S. Warner

Motion #14: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated August 3, 2006 be received and accepted.

CARRIED

The Committee discussed the Riverside Bridge replacement project and asked Staff for a report on how traffic, fire services, garbage and recycling collection will be accommodated once the bridge is out of service.

The Committee also discussed with Mr. Kerr the timing that maybe available for the St. Clair Parkway sanitary sewer extension project and waterline replacement south of the Courtright Line. Mr. Kerr stated his opinion that it would be very optimistic for the project to be completed before the end of this year.

The Committee reviewed Mr. Burnham's report on the proposed pedestrian crosswalk on Lyndoch Street near Beckwith.

Moved by S. Arnold

Seconded by P. Alexander

Motion #15: That it be recommended to Council that the quotes submitted by Tacel Limited in the amount of \$4,586.00 plus tax for the supply of materials for the pedestrian crosswalk be accepted and that the Mayor and Clerk be authorized to sign a contract and other related documents and further that the quote submitted by Don Allenson Services in the amount of \$10,700.00 plus taxes for the supply of some materials and the installation of all materials for the pedestrian crosswalk be accepted and that the Mayor and Clerk be authorized to sign a contract and other related documents.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

The Committee reviewed Mr. DePooter's monthly report.

Moved by S. Warner

Seconded by P. Alexander

Motion #16: That it be recommended to Council that approval be given to Ken Van Dellen to install a suitably sized access culvert across the Jarvis West Drain on the north side of the Kerr Line into the west half of Lot 18 at 100% private cost.

CARRIED

The Committee reviewed Mr. DePooter's report relating to the Fournie Drain. The Committee discussed the relative merits of the repair options identified by Mr. DePooter as Option #1 and Option #2. In his report Mr. De Pooter is recommending action based on Option #2.

Moved by D. Randell

Seconded by S. Arnold

Motion #17: That the Drainage Superintendent be authorized to proceed with the clean out and the improvement of the Fournie Drain based on Option #1 as identified in Mr. DePooter's monthly report dated July 28, 2006.

CARRIED

Moved by S. Warner

Seconded by D. Randell

Motion #18: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated July 28, 2006, be received and accepted.

CARRIED

CLERK'S REPORT:

The Clerk advised the Committee of a request received from Mr. Charles Nisbet on behalf of St. Andrew's Presbyterian Church for a reduction in the sanitary sewer portion of the church's water bill that was excessively high due to an internal leak.

Moved by P. Alexander

Seconded by S. Arnold

Motion #19: That it be recommended to Council that the Township waive the portion of the St. Andrew's Presbyterian Church sanitary sewer usage bill inflated above the normal usage rate due to an internal water leak.

CARRIED

Councillor Alexander requested Mr. Kerr include in his draft 2007 Capital Budget the completion of the east end of Paget Street in Corunna an improvement of the Plank Road between the Petrolia Line and the Rokeby Line.

Councillor Alexander also questioned insurance coverage for members of Council representing the Township on various boards. The Committee was advised that a member of Council acting as an appointed member of Council would be covered under the Township's errors and admissions insurance.

Councillor Alexander also requested Public Works Staff to investigate trees at 1628 Rokeby Line and 1662 Rokeby Line with a report on the issue to Council. Also, it was requested appropriate Staff investigate the CN crossing on the Oil Spring's Line.

Councillor Alexander also questioned the recent installation of "no parking" signs on Jane Street on the south side of the road. Mr. Kerr stated that it would be necessary to research the parking prohibition by-law to determine the status of the "no parking" prohibition.

Councillor Warner questioned Mr. Kerr regarding the need for a catch basin repair at 537 Belmoral.

Councillor Miller requested Staff to investigate and ask CSX to make the necessary repairs for the rail crossing on the Lambton Line in Port Lambton. Also, Chairman Miller advised receiving a call from a gentleman by the name of Gary Smith explaining in detail proposed river bottom clean-up scheduled for September by a local diving group. Mr. Smith will be invited to attend the next meeting of Council to explain the program in detail to members of Council. Chairman Miller also advised of Mr. Smith's need to involve local volunteers to assist in the program.

Moved by P. Alexander

Seconded by D. Randell

Motion #20: That the meeting enter an in camera session to discuss a personnel issue with Steve Miller as Chair.

CARRIED

The meeting returned to order.

Moved by P. Alexander

Seconded by D. Randell

Motion #21: That the meeting of the Public Works and Operations Committee due hereby adjourn.

CARRIED

The meeting adjourned at 3:45 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary