

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

St. Clair Civic Centre
Committee Room 1
Wednesday September 12, 2007
2 :00 p.m.

The meeting of the Committee of the Whole was held Wednesday, September 12, 2007 with the following people present:

S. Miller,	Chairperson, Public Works and Operations
P. Carswell-Alexander,	Chairperson, Finance & Administration
S. Arnold,	Mayor
P. Gilliland	Deputy Mayor
D. Randell,	Councillor
J. Agar,	“ joined in progress

Absent: P. Brown Councillor

Staff J. Rodey,	CAO
J. DeMars,	Director of Administration/Clerk
R. Kerr,	Director of Public Works
C. Quenneville,	Director of Finance/Treasurer
Larry Burnham	Director of Engineering
G. Hackett	Director of Community Services

FINANCE AND ADMINISTRATION

AGENDA:

Chairperson Carswell Alexander called the meeting to order at 1:20pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of August 07

The Committee reviewed the list of General Accounts. Mr. Quenneville responded to several questions raised by the committee members.

Moved by S. Arnold

Seconded by S. Miller

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number ABE001 to YOR002, totaling, \$1,283,907.80 be approved for the month of August 2007.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending August 2007. Mr. Quenneville responded to several of the Committees questions regarding his Statement of Financial Position.

Moved by S. Miller

Seconded by P. Gilliland

Motion #2: That it be recommended to Council that the Treasurer's Report on the Statement of Financial Position of the Municipality as of August 2007 be accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #3: That it be recommended to Council that the report of the Deputy Treasurer identified as A-1 entitled "2005 Solid Waste Management Comparison Report", be received and adopted and that the report be forwarded to the Director of Public Works for review, comment and recommendations to improve the Township's performance relative to other municipalities.

CARRIED

The Committee complimented the staff on the quality of the Solid Waste Management report and encouraged staff to periodically prepare similar reports for other Township functions.

Moved by P. Gilliland

Seconded by S. Miller

Motion # 4: That this Committee recommend to Council that Treasurer's reports identified as A-3 entitled Capital Assets Management and Reporting Framework be received for information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion # 5: That this Committee recommend to Council that Treasurer's reports identified as A-4 entitled Financing of the OPP Building be received for information.

CARRIED

It was noted in the recommendation that the initial property purchase was financed from the Moore property reserve and further that the source of funding for the building renovations would be determined at a later date.

Moved by S. Arnold

Seconded by S. Miller

Motion # 6: That this Committee recommend to Council that Treasurer's reports identified as A-5 from the National Post be received for information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion # 7: That this Committee recommend to Council that Treasurer's reports identified as A-6 entitled Deferred Revenues Breakdown report be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #8: That it be recommended to Council that the Lambton County Building Inspector's reports for the month ending August 2007, be received and accepted.

CARRIED

CLERK'S REPORT:

The Clerk provided a verbal report as to the need to establish a rate of remuneration for the citizens at large appointed to the recently created Property Standards Committee.

Moved by P. Gilliland

Seconded by S. Arnold

Motion # 9: That it be recommended to Council that the rate of pay for the citizens appointees to the Township's Property Standards Committee be established at \$70.00 per meeting.

CARRIED

CAO'S REPORT:

Mr. Rodey presented to the Committee, his report on the CityMedia proposal presented to by Council at its July 2007 meeting, at which time Council was led into the discussion of

preparing a Municipal Strategic Plan as well as a plan to assist in the marketing of the Municipality for commercial activities. Mr. Quenneville also led the Committee in discussion of a program initiated by the Province known as The Integrated Community Sustainability Plan which would satisfy provincial guidelines to integrate the sustainability of a municipality into the framework of a strategic plan.

Moved by S. Arnold

Seconded by P. Gilliland

Motion # 10: That it be recommended to Council that the CAO be instructed to engage in further discussions with CityMedia with respect to target marketing for certain identified uses such as commercial uses and providing assistance in obtaining public input towards the development of a strategic plan being mindful of the principles of the integrated community sustainability plan criteria.

CARRIED

At the appointed time, Council welcomed Laura Wright present at the Committee's invitation to discuss her request tabled at the last meeting of Council for financial assistance from the Municipality, in support of her pursuit of a medical career. Ms. Wright explained to the Committee that she has been accepted for 2008 entry into a physician training program offshore and detailed to the Committee her academic and clinical requirements to achieve her medical degree. In response to the Committee's questions, Ms. Wright advised that her career path to achieve full medical accreditation would take between 5 and 6 years. Ms. Wright advised that in exchange for financial assistance from the Municipality, she would be willing to make a commitment to return to St. Clair Township to provide family medicine for a term of at least 5 years. At the conclusion of the discussion, the Committee thanked Ms. Wright for her attendance and the information provided. The Committee discussed the appropriateness of the Municipality becoming involved to provide financial assistance to a single medical student. The Committee did however suggest that the Municipality should develop criteria for such assistance to students and that perhaps assistance could be provided through an expanded Moore Foundation fund participation. The Mayor advised of his awareness of a similar program in Chatham-Kent and asked the Treasurer to contact the appropriate party in Chatham-Kent for information on their development of financial assistance for medical students with a report back to council. Mr. Quenneville also stated that there is a proposed meeting of the Moore Foundation to be held towards the end of October and it was suggested that this discussion could be carried forward to that group at that meeting.

DIRECTOR OF COMMUNITY SERVICES REPORT:

Mr. Hackett reviewed with Council the tenders received for the further development of the St. Clair Civic Square in Corunna. The tenders were as follows:

Corunna Garden Center	\$18,114.48
Sipkens	\$20,744.80
DeGroots	\$26,292.75
McRaes	\$44,668.90

It was pointed out to the Committee with the costs incurred to date plus the costs to complete the next phase as per the low estimate, the total completion costs would be \$47, 000 as compared to a budgeted amount of \$65,000.

Moved by S. Arnold

Seconded by S. Miller

Motion #11: That it be recommended to Council that the Township accept the quote of Corunna Garden Centre in the amount of \$18,114.00 to complete the landscape work at the St. Clair Civic Square.

CARRIED

Council reviewed the second report prepared by Mr. Hackett regarding a recommendation to increase camping fees by 5% in 2007 and an additional 5% in 2008. Council discussed at length with Mr. Hackett the current and proposed camping fees for the Township's facilities relative to those of the St. Clair Regional Conservation Authority and private campgrounds. The general consensus of the Committee that, even as proposed to be increased, the fees are less than comparable facilities. After considerable discussion;

Moved by S. Arnold

Seconded by S. Miller

Motion #12: That it be recommended to Council that the Director of Community Services be requested to prepare a report on the Township's camping fees relative to those of comparable camping facilities at the St. Clair Region Conservation Authority or comparable private parks for a further review by Council.

CARRIED

Council discussed the request to change the budget presentation date from Thursday September 20 to Tuesday September 18, 2007. The meeting was established for 5:30pm.

NEW BUSINESS:

Councillor Agar asked Mr. Hackett if the Sports Complex had a prohibition on camera phones in change room areas. Mr. Hackett advised that there was in fact a prohibition and a suggestion was made to improve the signage for such prohibition.

Moved by S. Arnold

Seconded by D. Randell

Motion # 13: That the meeting enter an in-camera session with Councillor Carswell as chair to discuss a property issue.

CARRIED

Mr. Rodey briefed the Committee on a proposal received from a local developer to purchase and develop a parcel of Municipal property. It was pointed out that the proposal was not as comprehensive as the Committee may have hoped but further information is expected from the developer. Such information would be made available to Council when available. Deputy Mayor Gilliland reminded his fellow Councilors of the purpose and significance of in-camera meetings and hoped that all members of Council would act appropriately.

The meeting returned to order.

The meeting adjourned at 3:00 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

AGENDA:

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.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

On behalf of the Committee Chairman Miller welcomed St. Clair River Trail Co-Chairs Jane Marsh and Peter Cassel and Dave Cram to discuss the revised specifications of the St. Clair River Trail from Sombra Village to Branton Cundick Park known as the Dedecker Link. It was pointed out that the tender for this section was discussed by Council with a request for the River Trail Committee to work with the Township staff consultant to determine if the specifications could be suitably changed to bring the project in to within the budgeted amount. Mr. Cram advised that the specifications for the portion of the Trail on the west side of the Parkway had been changed sufficiently and one half of the northerly loop has been removed and the low bidder has resubmitted a revised price based on the revised specifications of approximately \$159,300.00 which is within the projects budget estimate of \$160,000.00. The Committee discussed with the representatives the comments received from St. Clair Region Conservation Authority relative to the shore protection in the area adjacent to where the Trail would be constructed and advised that although shore line remedial work is required it would have a very low priority and probably would not attain budget funding priority for many years to come.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #14 That it be recommended to Council that the revised specifications and tender amount in the amount of approximately \$159,300.00 for the construction of the St. Clair River Trail on the St. Clair Parkway between Sombra Village and Branton Cundick Park to be known as the Dedecker Link be approved subject to final Township Engineering staff approval.

CARRIED

While present Ms Marsh requested the Township obtain from the County a Letter of Understanding to allow the placement of a portion of the Trail on the County property known as Branton Cundick Park. It was also recommended to Council that it give 2008 budget consideration for the painting of crosswalks at the appropriate location at the Dedecker Link near the Riverview Central School and at Brander Park. The Committee advised that this would be forwarded for budget consideration. Ms. Marsh thanked the Committee for their consideration and the Committee thanked Ms. Marsh and her group for their continuing efforts in the development of the River Trail.

At the appointed time Chairman Miller on behalf of the Committee welcomed Mr. Don Kemp of TSH Consulting Engineers present to discuss with Council the draft class environmental assessment for the improvement of the Township's wastewater treatment capacities particularly in the Corunna, Mooretown and Courtright areas. Mr. Kemp advised that the area being studied has approximately 10,000 person population with 3300 homes. The study revealed that improvements are needed to the Township's wastewater treatment capacity to accommodate growth through development, the need to meet future effluent quality criteria established by the Province, and to upgrade the aging infrastructure. The study looked at various options but the recommended solutions that warranted further study was an upgraded sewage wastewater treatment facility in Corunna or Courtright or new freestanding facility between the two communities. The recommended solution to the Township's issues were determined to be a new wastewater treatment facility at the Courtright site with pumping capabilities and a new force main from Corunna to the proposed new facility in Courtright. Mr. Kemp pointed out that this proposal is estimated to cost approximately thirty million dollars.

In discussion following the presentation it was agreed that the final draft proposal would include an escalation factor to address escalated construction costs relative to estimated 2007 construction costs to acknowledge the fact that if the proposal is proceeded with construction may not start for several years. During the presentation it was pointed out that the next opportunity for public input for the proposal would be at a public information forum hosted at the Civic Centre on September 25th.

Chairman Miller thanked Mr. Kemp for his presentation.

DIRECTOR OF PUBLIC WORKS REPORT:

Moved by D. Randell

Seconded by P. Carswell

Motion #15: That this Committee recommend to Council that the monthly report of the Director of Public Works dated September 4, 2007, be received and accepted.

CARRIED

Moved by P. Gilliland

Seconded by S. Arnold

Motion # 16: That this Committee recommend to Council that the report of the Director of Public Works entitled Crossing Guards, be received and accepted.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion # 17: That this Committee recommend to Council that the report of the Director of Public Works entitled Traffic Control be received.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by P. Carswell

Seconded by D. Randell

Motion #18: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated September 6, 2007, be received and accepted.

CARRIED

In discussion of Mr. VanHyfte's report Councillor Carswell requested the Director or Public Works investigate the permanent placement of a "rough road" sign on the Brigden Road. The Committee further engaged Mr. Kerr in the discussion of the need for the improved detour signage during the reconstruction of Highway #40. Mr. Kerr explained some of the problems with the detour signage and its current conditions and locations and improvements that could be made next year when the road is proposed to be closed for between 4 and 5 months. The Mayor suggested that a meeting be established before the end of the year with staff, representatives of MTO, the Public Works Committee chair, and the Mayor and Deputy Mayor to fully explain and discuss detour routes for next year's proposed Hwy #40 reconstruction.

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by D. Randell

Seconded by S. Arnold

Motion #19: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated September 6, 2007, be received and accepted.

CARRIED

DIRECTOR OF ENGINEERING SERVICES REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #20: That this Committee recommend to Council that the monthly report of the Director of Engineering dated September 6, 2007 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion # 21: That this Committee recommend to Council that the report of the Director of Engineering Native Clay Backfill Considerations, be received and accepted and that the request to use native clay backfill in the construction of the next development stage of Paddock Green be denied.

CARRIED

In discussion of Mr. Burnham's monthly report the committee raised several questions relative to the success of the slope stability program on the St. Clair Parkway, north of Seagar Park. Mr. Burnham revised of receiving a communication from the consulting engineer this week who advises that the area in question will settle satisfactorily and that the stability problem should be solved. The consultant also recommended seeding by way of hydro seeding on the finished slope.

DRAINAGE SUPERINTENDENT REPORT:

Moved by P. Carswell

Seconded by D. Randell

Motion #22: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated August 31, 2007, and the recommendations contained therein, be received and accepted.

CARRIED

NEW BUSINESS:

Councillor Randell asked Mr. Kerr to investigate the pesticide application on the Bickford Line at Black Creek for investigation of possible damage to the vegetation on adjacent properties. Councillor Carswell asked Mr. Kerr for a status report on the children at play signs authorized by Council for the St. Clair Heights and Nash Landing areas. The

Committee also briefly discussed the success of the trial application of 3 courses of dust control on a section of the Plank Road. Also Public Works staff was asked to investigate several potholes at identified locations in Brigden, particularly Sydenham Street. Also Councillor Alexander questioned the status of possible bridge improvements on the Stanley Line between Kimball and Brigden Roads. Mr. Burnham advised that improvements for this bridge have been included in the draft 2008 Capital Budget. Councillor Carswell also advised of neighborhood concerns relative to the storage expansion at the Agris Co-op in Brigden, but hopefully these issues have been resolved

Deputy Mayor Gilliland asked for and received from Mr. Kerr a status report on the Township's Asset Management Program.

Chairman Miller asked Mr. Kerr to have staff investigate a sidewalk problem adjacent to Peter Spalding property at 4460 St. Clair Parkway, Port Lambton

Moved by P. Carswell

Seconded by S. Arnold

Motion #23: That the meeting enter an in camera session with Chairman Miller as chair.

CARRIED

The meeting returned to order and was adjourned at 4:40 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary