

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

St. Clair Civic Centre
Committee Room 1
January 11, 2010
4:30 p.m.

The meeting of the Committee of the Whole was held, 2010 with the following people present:

	J. Agar,	Chairperson, Public Works and Operations
	D. Randell,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	S. Miller,	Councillor
	P. Brown,	“
	P. Carswell-Alexander,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer
	R. Dewhirst	Director of Fire Services
	G. Hackett	Director of Community Services
	M. Deline	Coordinator of Engineering Services

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP Status
- Rokeby Line Surveying – RFQ Results
- LAWSS Watermain on LaSalle Line – Status
- Slope Stability

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated January 6, 2010
- Proposed encroachment fee schedule for Pipeline Construction/Seismic testing
- Enbridge Gas Distribution Inc. Seismic testing

4. COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

- Monthly report dated January 6, 2010
- Water Invoice Reports ~ Kilby & Dennahower

5. COORDINATOR OF ENGINEERING REPORT:

Monthly report dated January 6, 2010

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated January 6, 2010

7. CLERK’S REPORT:

9. CAO’S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 4:30 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #1: That it be recommended to Council that the Director of Public Works report dated January 6, 2010 regarding the status of the Regional WWTP be received as information.

CARRIED

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #2: That it be recommended to Council that the report from the Director of Public Works dated January 6, 2010 regarding the Rokeby Line Surveying – RFQ Results be received as information and that TW Gray & Associates Engineering Ltd. be awarded the work.

CARRIED

The Committee discussed Mr. Burnham's report on the repair of the LAWSS watermain on LaSalle Line. Mayor Arnold pointed out that the cost as estimated in Mr. Burnham's report were for the by-pass portion of the line and did not include the actual repair cost that could add in excess of \$100,000 to the repair costs estimates.

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #3: That it be recommended to Council that the report from the Director of Public Works dated January 6, 2010 regarding the status of the LAWSS watermain on LaSalle Line be received as information.

CARRIED

Moved by P. Brown

Seconded by D. Randell

Motion #4: That it be recommended to Council that the report from the Director of Public Works dated January 6, 2010 regarding the Slope Stability be received for information.

CARRIED

The Committee discussed in general terms where the money would be found to finance this capital project if it is initiated in 2010. The Committee was in general agreement that perhaps the capital budget may need to be reopened during the 2010 operating budget deliberations. There was also some general discussion on the possibility of property expropriation if a negotiated settlement to address a possible cost share cannot be obtained from the property owner that is subject to this repair need.

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by S. Arnold

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated January 6, 2010 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the report from the Coordinator of Operations (Works) dated January 11, 2010 recommending that the proposed encroachment fee schedule for Pipeline Construction/Seismic testing as attached be received and accepted.

CARRIED

Moved by P. Brown

Seconded by D. Randell

Motion #7: That this Committee recommend to Council that the report from the Coordinator of Operations (Works) dated January 11, 2010 recommending that Enbridge Gas Distribution Inc. be allowed to complete seismic testing with a fee maximum of \$35,7600 and a minimum of \$16,900 road and drain crossings be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #8: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated January 11, 2010 be received and accepted.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #9: That this Committee recommend to Council that the report from the Coordinator of Operations (Water) dated January 7, 2010 regarding a water utilities invoice adjustment for Jean Kilby be required to pay the full cost for the amount of water used and the average amount for the sewer charge for 621 St. Clair Parkway, Corunna, be received and accepted.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #10: That this Committee recommend to Council that the report from the Coordinator of Operations (Water) dated January 7, 2010 regarding a water utilities invoice adjustment for Liam Dennahower be required to pay the full cost for the amount of water used and the average amount for the sewer charge for 3024 Brigden Road, Brigden be received and accepted.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Carswell-Alexander

Seconded by P. Brown

Motion #11: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated January 6, 2010 be received and accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #12: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated January 6, 2010, be received and the recommendations contained therein be accepted.

CARRIED

NEW BUSINESS:

Councillor Miller advised that he has been contacted by Mr. Bill Robson regarding drainage issues on the Clay Creek Drain that were initiated last fall by a partial drain cleanout initiated and carried out by the private property owner without the sanction of the Municipality or other appropriate agencies. Councillor Miller advised that he would discuss the issue with Drainage Superintendent Dave Neely.

Councillor Carswell-Alexander led the Committee in a discussion of the recurring slope stability problems on Beresford Street. The Councillor cited a specific example where the floors in the house are sloping towards the river. It was also noted in this area that various service connections such as water, sewer, hydro and gas have had to be extended to accommodate the slumping towards the river. The Committee did not share Councillor Carswell-Alexander's opinion that a legal opinion should be obtained as far as the possibility of registering a warning on title of the slope and stability to warn future purchasers.

Councillor Agar questioned Fire Chief Dewhirst as to the reason the Corunna Fire Station fire whistle is inoperative. Chief Dewhirst stated that the siren has been tested and is operative but the engaging mechanism needs to be repaired and such repairs are scheduled.

Hearing no further business, it was;

Moved by S. Miller

Seconded by P. Brown

Motion #13: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 4:55 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

FINANCE AND ADMINISTRATION

AGENDA:

6:00pm General Insurance review – Jeff Coleman and David Lawrence

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending December 31, 2009

3. STATEMENT OF FINANCIAL POSITION: for period ending December 2009

4. TREASURER’S REPORT:

- A1 – 2010 Municipal Insurance Program
- A2 – 2009 Golf tournament
- A3 – 2010 OMPF
- A4 – 2010 Budget Time Table for the Operating Budget
- A5 – Cowan Claims Payout report
- A6 – CIBC Weekly Market Insight
- A7 – Watson & Associates December 2009 Newsletter

5. DEPUTY TREASURER’S REPORT:

2009/2010 Assessment Change Report

6. SENIOR TAX CLERK REPORT:

Write offs for the 2009 Taxation Years

7. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending December 2009

8. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated January 6, 2010

9. CLERK’S REPORTS:

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

11. NEW BUSINESS:

12. ADJOURNMENT:

Chairperson Randell called the meeting to order at 5:00pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of December 2009:

The Committee reviewed the list of General Accounts for the month of December 2009. Mr. Quenneville responded to questions posed by Committee members.

Moved by P. Gilliland

Seconded by S. Miller

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 171001 to XER003 totaling \$7,284,552.09 be approved for the month of December 2009.

CARRIED

The Committee members discussed the popularity of the newly installed streetlight at the intersection of the Lambton Line and Highway #40. It was pointed out that the intersection of Highway #40 and the Bentpath Line would also benefit from improved lighting. It was also noted that the Bentpath Line is under the jurisdiction of Lambton County.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #2: That it be recommended to Council that the County be requested to consider the placement of appropriate street lighting at the intersection of Highway #40 and the Bentpath Line and that St. Clair Township would consider a cost contribution.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending December, 2009.

Moved by J. Agar

Seconded by P. Brown

Motion #3: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial position for the period ending December 31,2009 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by P. Gilliland

Seconded by J. Agar

Motion #4: That it be recommended to Council that the Treasurer's report identified as A-2, dated December 23, 2009 regarding the profit from the golf tournament be received and accepted.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #5: That this Committee recommend to Council that the Treasurer's reports identified as A-3, dated December 23, 2009 regarding the Ontario Municipal Partnership Fund (OMPF) be received and approved.

CARRIED

Moved by P. Carswell-Alexander

Seconded by J. Agar

Motion #6: That this Committee recommend to Council that the Treasurer's reports identified as A-4, dated January 6, 2010 regarding the 2010 Budget time table for the Operating budget be received and approved with the presentation to Council to be 9:00am on February 25th.

CARRIED

Moved by S. Miller

Seconded by P. Brown

Motion #7: That this Committee recommend to Council that the Treasurer's report identified as A-5, dated November 30th, 2009 regarding the Cowan Insurance claim payout report be received and approved.

CARRIED

Moved by P. Gilliland

Seconded by P. Brown

Motion #8: That this Committee recommend to Council that the Treasurer's reports identified as A-6, dated December 23rd, 2009 regarding the Economic Highlights report be received and approved.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #9: That this Committee recommend to Council that the Treasurer's reports identified as A-7, dated December 2009 regarding the Ontario Water Regulations reporting requirements report be received and approved.

CARRIED

DEPUTY TREASURER'S REPORT:

Moved by S. Arnold

Seconded by P. Brown

Motion #10: That this Committee recommend to Council that the Deputy Treasurer/Coordinator of Accounting's reports dated January 7, 2010 recommending that the 2009 2010 Assessment report be received and approved.

CARRIED

The Committee also requested that the Deputy Treasurer prepare a report comparing for the last several years the tax rates and lower tier taxes on a property with \$100,000 assessment, comparing St. Clair Township to the other lower tier Lambton County municipalities and as well a report showing lower tier taxes paid by the Township's major industries for the last several years.

SENIOR TAX CLERK'S REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #11: That this Committee recommend to Council that the Senior Tax Clerk report dated January 8, 2010 recommending that the taxes for the 2009 taxation year listed in the report be reduced or cancelled, pursuant to Section 358 of the Municipal Act, 2001 be received and approved.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #12: That it be recommended to Council that the Building Inspector's report for the month of December 2009 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #13: That the report of the Director of Community Services dated January 6, 2010 be received and the recommendations contained within be approved.

CARRIED

In discussion of the water damage due to a plumbing failure at the Courtright Community Hall, Mr. Hackett advised that the latest damage repair estimate is approximately \$25,000 that will be eligible for an insurance claim.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #14: That the meeting enter an in-camera session to discuss personnel and legal issues.

CARRIED

The meeting returned to order.

Mayor Arnold led the Committee into a discussion of comments received particularly this past weekend regarding the inadequacy of Rink 2 at the Sports Complex due to the fact that there is no buffer on the south wall.

Moved by S. Arnold

Seconded by J. Agar

Motion #15: That it be recommended to Council that the Director of Community Service be authorized to seek engineering input as to the feasibility and cost of moving the south wall at Rink #2 and re-configuring the penalty boxes in Rink #2.

CARRIED

In response to Councillor Carswell-Alexander's questions, Mr. Hackett advised that township staff provide snow plowing for the Corunna, Mooretown and Courtright libraries with the other libraries snow plowing carried out by contractors. Mr. Hackett also advised that in the areas that his staff provide winter control, they also provide sidewalk shoveling.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #16: That it be recommended to Council that the Township provides snow plowing either with staff or by way of a contractor for the Brigden Library during school vacation periods as required.

CARRIED

Mayor Arnold asked Mr. Hackett to arrange for the re-establishment of the TODS signage at Highway #40 and Moore Line directing traffic to the recreational facilities in Mooretown. Also in response to the Committee's questions, Mr. Hackett advised that the waste receptacles subject to the Coordinator of Facilities report in December were a higher end trash receptacle that are more vandal proof than the current containers.

NEW BUSINESS:

Mayor Arnold asked Councillor Miller to bring forth to the next meeting of the Lambton Group Police Services Board meeting, a request for increased OPP patrolling in the area of Highway #40 and County Road 80. The Mayor also asked that the letter that was sent by planning staff to the owners of the Riviera Plaza be copied to Mr. Logan Mackenzie.

Councillor Randell advised that Mr. Kerr and Mr. McGee are still working on the buffer strip proposals with the assistance of Councillor Randell. Similar programs also in the Province are being reviewed and investigated and there is a possibility that grant funding is available.

Council welcomed Mr. Jeff Colman of Frank Cowan and Mr. David Lawrence of AON Insurance to present to the Committee, the 2010 general insurance proposal. Mr. Coleman advised that the inflationary increases in property values have been factored into the policy renewal and that there is considerable pressure on the industry relative to premiums based on liability claims experienced. Mr. Coleman advised that the basic policy provides flexibility to the Municipality such that there is an opportunity to relocate the facilities that have been damaged beyond repair. In conclusion, it was pointed out that the policy renewal for 2010 is increased approximately 10% over the 2009 rates. It was noted that the 2010 general insurance premium is \$278,047.00. At the conclusion of the discussion, it was;

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Moved by S. Arnold

Seconded by S. Miller

Motion #17: That this Committee recommend to Council that the Treasurer's report identified as A-1 regarding to 2010 Municipal insurance program be received and approved.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #18: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 6:45 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary