

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

St. Clair Civic Centre
Committee Room 1
April 12, 2010
6:00 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. Carswell-Alexander,	“

Staff J. Rodey,	CAO
J. DeMars,	Director of Administration/Clerk
C. Quenneville,	Director of Finance/Treasurer
L. Burnham	Director of Public Works, Operations & Engineering
M. Lafontaine	Manager of St. Clair Parkway Golf Course

Absent: P. Brown, Councillor

FINANCE AND ADMINISTRATION

AGENDA:

6:00pm Cliff Roy ~ history book

6:15pm Howard Jordan ~ property (in camera)

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending March 2010

3. TREASURER'S REPORT:

A1 – 2009 SCRT Grant

A2 - Outstanding 2006 CSX invoices

A3 – MFOA Provincial budget

A4 – MFOA Provincial budget overview

4. SENIOR TAX CLERK REPORT:

2009 tax write offs

5. BUILDING INSPECTOR'S REPORT:

B-1 - Building Permit Reports for the month ending March 31, 2010

6. PROPERTY STANDARDS OFFICER'S REPORT:

Curran Ave. property

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Golf cart

8. CLERK'S REPORTS:

Summer meeting schedule
History of Sombra Township

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

10. NEW BUSINESS:

11. ADJOURNMENT:

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

CONFLICT OF INTEREST:

None declared.

On behalf of the Committee the Chair welcome Cliff Roy, present to speak to Council about sponsorship for the reproduction of his recently completed history book on a section of former Sombra Township particularly the Baby Point Settlement. In his presentation, Mr. Roy stated that he has obtained copies of crown grants, land registry research and has also made contact with the University of Western Ontario and the University of Windsor in creating this manuscript. Mr. Roy would like to see a hard covered copy of the book distributed on a limited basis to the local schools, libraries, museums and the local Catholic churches. Mr. Roy has stated that he has contacted Wallaceburg Bookbinding who has agreed to bind 26 copies of the book at their cost estimated to be approximately \$175.00. Also, he has contacted Express Copy and Printing in Wallaceburg who will reproduce the text and pictures of 26 copies at an estimated cost of \$750.00. Mr. Roy also stated that his book catalogued approximately 200 artifacts found in the Brander Park area that will be donated to the Sombra Museum. Mr. Roy stated that his ultimate goal would be to have an historic plaque erected at the former Baby Point Settlement which is the present day location of Brander Park. The Committee also discussed the fact that 26 copies may be insufficient and using the history of the Wilkesport book developed by Shelley Lucier, as an example that has sold approximately 1500 copies, the book could be reproduced in larger quantities and with Mr. Roy's permission, be used as a fundraiser for the new Sombra Museum building. Mr. Roy stated that he is not seeking any personal gain for this book and would like to see the proceeds dedicated to the historical plaque.

Moved by S. Arnold

Seconded by S. Miller

Motion #1: That is be recommended to Council that staff be instructed to investigate a possible placement of an historical plaque marking the Baby Point Settlement at the present day Brander Park site.

CARRIED

In response to the Clerk's questions, Mr. Roy stated that in his opinion, that the wording on the potential plaque could be possibly reviewed by an Ad-Hoc Committee established to work on the historical plaque project.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #2: That is be recommended to Council that the Township sponsor the reproduction of 26 copies of Mr. Roy's history book at an estimated cost of approximately of \$1050.00.

CARRIED

At the conclusion of the discussion, Chairperson Randell invited Mr. Roy to attend the April 15th meeting of the Sombra Museum Board to further discuss a possible fundraising opportunity using Mr. Roy's book for the Sombra Museum building fund.

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #3: That the meeting enter an in-camera session to discuss a property issue.

CARRIED

Meeting returned to order. Mr. Matt Lafontaine, Golf Course General Manager was present with the new course superintendent Mr. Kendall Lindsay to introduce Council to Mr. Lindsay and to discuss the Director of Community Services report on the refreshment cart issue. Mr. Lafontaine advised the Committee that he has received a new more competitive price on an appropriate golf cart vehicle at an approximate cost of \$14,100.00. He also pointed out that there is a \$1000 per year for a four year period of a sponsorship opportunity with Molson's. That money could be redirected to pay down the debt to the municipality if the refreshment cart is purchased to be financed out of reserves over a four year period.

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #4: That it be recommended to Council that the issue of the purchase or lease of the refreshment golf cart be reconsidered.

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #5: That this Committee recommend to Council that the monthly report received from the Director of Community Services dated March 30, 2010 be received and the recommendation of purchasing a beverage cart at an approximate cost of \$14,000 be approved with the purchase to be financed from reserves and repaid over a 4 year period.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #6: That the meeting enter an in-camera session to discuss a property and personnel issue.

CARRIED

Meeting returned to order.

GENERAL ACCOUNTS: Month of March 2010

The Committee reviewed the list of General Accounts

Moved by P. Gilliland

Seconded by S. Miller

Motion #7: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to YEL001 totaling \$6,397.865.43 be approved.

CARRIED

TREASURER'S REPORT:

Moved by P. Gilliland

Seconded by S. Arnold

Motion #8: That this Committee recommend to Council that the Treasurer's report identified as A-1 dated March 25, 2010, regarding the St. Clair River Trail grant to be approved and financed from the St. Clair Education and Environment reserve fund be received and accepted.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #9: That this Committee recommend to Council that the Treasurer's reports identified as A-2 dated December 3, 2009, requesting that the 2006 CSX invoice liability be reversed in the 2009 books be received and accepted.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #10: That this Committee recommend to Council that the Treasurer's reports identified as A-3, dated March 4, 2010 regarding MFOA be received and accepted as information.

CARRIED

Moved by J. Agar

Seconded by S. Arnold

Motion #11: That it be recommended to Council that the Treasurer's report identified as A4 be received as information.

CARRIED

SENIOR TAX CLERK'S REPORT:

Moved by S. Miller

Seconded by P. Gilliland

Motion #12: That this Committee recommend to Council that the Senior Tax Clerk report dated March 18, 2010 recommending that the taxes for the 2009 taxation year listed in the report be reduced or cancelled, pursuant to Section 357 of the Municipal Act, 2001 be received and approved.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13: That it be recommended to Council that the Building Inspector's report for the month of March 2010 be received and accepted as information.

CARRIED

PROPERTY STANDARDS OFFICER REPORT:

Moved by P. Gilliland

Seconded by J. Agar

Motion #14: That this Committee recommend to Council that the report submitted from the Property Standards Officer regarding Curran Ave. be received and accepted as information and the Property Standards Officer be instructed to issue the appropriate orders.

CARRIED

CLERK'S REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #15: That the Clerk's report regarding the proposed summer meeting schedule for 2010 dated April 8, 2010 be received as information and accepted with the summer meeting schedule to be adopted commencing May of 2010.

CARRIED

Mr. Quenneville discussed with the Committee the issue of the possible donation of a train collection to the Moore Museum. The potential donor of the collection is asking for an income tax receipt for the appraised amount of \$24,000. Mr. Quenneville pointed out that information has been received from Revenue Canada that for a three year period, the amount of the charitable donation receipt must not exceed the original purchase price of the asset. It was suggested that since the asset was purchased by the donor a year and a half ago, he would make the collection available on loan for the next year and a half in order to get a charitable tax receipt for the full appraised amount.

Deputy Mayor Gilliland suggested that increased efforts be made to market property in the Township's industrial park and rental opportunities in the Emergency Services building. It was suggested that perhaps a real estate agent specializing in these types of properties could be contacted for possible assistance to the Municipality.

Hearing no further business, it was;

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #16: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:30 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

7:30pm – Charlie Grant road dedication

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Charles and Heather Grant
- Regional WWTP status
- OMI request for fee increase

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated April 7, 2010

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

- Monthly report dated March 30, 2010

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated April 7, 2010
- Urban asphalt resurfacing
- Wilkesport streets asphalt

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated April 7, 2010
- Endangered Species Act – Exemption Agreement for Municipal Drains

7. CLERK’S REPORT:

9. CAO’S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 7:30 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 Agar welcomed Mr. Charles Grant, owner of property known as the East ¼ Lot 18, concession 14, geographic township of Sombra, Township of St. Clair, present to discuss his request for the dedication of a portion of the Black Creek Line as a public road on his property. Mr. Grant stated that his willingness to have this forced or trespass road elevated to public road status was his desire to convey the portion of his property south of the road to his son. The road dedication would create a natural severance. The Committee reviewed the information and the Director of Public Works and Operations report regarding the possible cost of to survey this portion of the road to be between \$4500 and \$5400. The information provided in the Director’s report showed the location of a potable watermain in the area and also demonstrated the fact that the dedication of the portion of the road on the Charles Grant property would not elevate the status of the road across the adjacent James Grant property. In response to questions from the Committee, Mr. Grant advised that his 50 acre parcel does have two dwelling units and further he did not volunteer in the sharing

of the survey costs. At the conclusion of the discussion, staff was instructed to contact Mr. James Grant to see if he was willing to participate in a similar road dedication as is being requested by Mr. Charles Grant.

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #1: That it be recommended to Council that the report from the Director of Public Works dated April 8, 2010 regarding the Charles and Heather Grant's request be received as information.

CARRIED

DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #2: That this Committee recommend to Council that the report of the Director of Public Works & Operations & Engineering dated April 8, 2010, regarding the Regional WWTP status be received as information.

CARRIED

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #3: That it be recommended to Council that the report from the Director of Public Works dated April 8, 2010 regarding the OMI request for fee increase be received and it be recommended to Council that no adjustments be made to the Township's fixed contract with OMI.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated April 7, 2010, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated March 30, 2010 be received and accepted.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by D. Randell

Seconded by S. Arnold

Motion #6: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated April 7, 2010 be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #7: That it be recommended to Council that the monthly report from the Coordinator of Engineering dated April 6, 2010 regarding urban asphalt resurfacing be received as information.

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #8: That it be recommended to Council that the report from the Coordinator of Engineering dated April 6, 2010 regarding Wilkesport streets asphalt be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated April 7, 2010, be received and the recommendations contained therein be approved.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #10: That it be recommended to Council that the report from the Drainage Superintendent dated April 7, 2010 with regards to the Endangered Species Act be received as information and that the draft agreement with MNR be received by the Township solicitor.

CARRIED

NEW BUSINESS:

The Director of Public Works was asked to forward a letter to Transport Canada requesting the rail bridges on the CSX right of way be inspected from a safety point of view. Particularly the bridge at Baby Creek that was subject to expressions of safety concerns by area residents several years ago. The Director was also asked to forward a letter to the Lambton County Manager of Infrastructure regarding road cracking on County Road #80 at the Kimball Road and from the St. Clair Parkway to Watson Timbr-mart. The letter is also to request from the County information on their remediation plans.

Councillor Miller discussed the issue of a possible conflict of use of the properties leased to the Fawn Island Association and Southwest Sales. Staff was asked to contact Scott Cook, Fawn Island caretaker.

Also, staff was asked to investigate a drainage issue on the St. Clair Parkway north of First Street and the status of the Corunna Fire siren.

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #11: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 8:25 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary