

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

St. Clair Civic Centre
Committee Room 1
January 10, 2011
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
	J. DeGurse,	“
	P. Carswell-Alexander,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	J. Baranek	Coordinator of Planning/Deputy Clerk
	C. Quenneville,	Director of Finance/Treasurer
	L. Burnham	Director of Public Works, Operations & Engineering
	G. Hackett	Director of Community Services
	R. Dewhirst	Director of Emergency Services

FINANCE AND ADMINISTRATION

AGENDA:

6:00 pm Jason Bevan - Hemson Consulting Ltd. ~ Development Charges

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending December 31, 2010

3. STATEMENT OF FINANCIAL POSITION: for period ending December, 2010

4. TREASURER’S REPORT:

A1 - MPAC training session
A2 – Revised reserve schedule

5. BUILDING INSPECTOR’S REPORT:

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated January 5, 2011

6. CLERK’S REPORTS:

C-1 – Draft encroachment agreement - Turner

7. C.A.O.’S REPORTS:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Randell called the meeting to order at 6:00 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Chairman Randell welcomed Mr. Jason Bevan of Hemson Consulting Ltd., authors of the current draft of the Township's development charges study. Mr. Bevan stated that the final study report has not been finalized subject to a public meeting scheduled for February and that the current Township development charges by-law expires at the end of February 2011. Mr. Bevan explained to the Committee the components of study incorporated into the report and the method of calculation for various Township services such as fire, utilities and community services. The Committee also was advised that there were two methods of determining the development charges fee maximum. One is based on households and the other is on population. It was pointed out in the study that previously Council had made policies and decisions that were incorporated into the current by-law such as exempting rural development, exempting non-residential development and discounts or phase in. It was pointed out that the tentative date for the public meeting is February 14th. Mr. Quenneville advised that he is looking for guidance from Council to be used in the drafting of the final report.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #1: That it be recommended to Council that staff show in the background report, proposed development charges at the current level to a maximum of two times the current level.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #2: That it be recommended to Council that Hemson Consulting Ltd. is to prepare a Development Charges Background Study on behalf of Council in accordance with Section 10 of the Development Charges Act, 1997.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #3: That it be recommended to Council that Council authorizes Township staff to advertise for a public meeting on development charges to be held on February 14, 2011.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #4: That it be recommended to Council that Council authorize staff to release the Background Study proposed by by-law to the public at least two weeks prior to the public meeting in accordance with subsection 12(1) of the Development Charges Act, 1997.

CARRIED

GENERAL ACCOUNTS: Month of December 2010

The Committee reviewed the list of General Accounts. Deputy Mayor Gilliland commented regarding the account to CSX regarding crossing signals and commented on the malfunction of many of the signals. It was suggested that staff be provided with a list of the malfunctioning signals to be referred to CSX.

Moved by P. Gilliland

Seconded by S. Miller

Motion #5: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 152001 to ZEP002 totaling \$7,931,532.96 be approved for the month December of 2010

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending December, 2010.

Moved by S. Miller

Seconded by P. Gilliland

Motion #6: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial position for the period ending December 2010 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by J. Agar

Seconded by S. Miller

Motion #7: That it be recommended to Council that the Treasurer's report dated January 5, 2010 identified as A-1 regarding MPAC training be received and accepted and the Treasurer to make a brief presentation at the next meeting.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #8: That this Committee recommend to Council that the report received from the Treasurer identified as A-2 regarding a revised capital reserve schedule be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

The Clerk advised that the year end building statistical report is not yet available.

DIRECTOR OF COMMUNITY SERVICES REPORT:

In discussion about the proposed new Sombra Museum building, Mr. Hackett advised that his plan was to have the current former residential building purchased by the Township, demolished late this winter with calls for design and then tendered for the construction of the new facility. It was anticipated that the new museum facility should be completed by fall of 2011. The Committee suggested that thank you letters should be sent to the local MP and the appropriate Federal officials, thanking them for their assistance in the securing of the Federal grant to support this building. It was also suggested that the CAO forward a letter to the Provincial Minister of Cultural and Tourism regarding the Township's Trillium fund application for this project. The Committee was also advised that the Sombra hall expansion project is progressing well, with work to be completed by the end of January or early February. Also, the Mayor suggested a meeting between himself, Mr. Hackett and Shell officials regarding the provision of electricity to the water feature in Guthrie Park opposite the Shell administration building.

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #9: That this Committee recommend to Council that the draft encroachment agreement of the Director of Community Services dated January 5, 2011 be received and the recommendations contained within be accepted.

CARRIED

CLERK'S REPORT:

The Committee reviewed the draft encroachment agreement as directed at Council's December 20th meeting.

Moved by P. Gilliland

Seconded by S. Arnold

Motion #10: That this Committee recommend to Council that the report received from the Clerk dated January 5, 2011 be received s information and approved.

CARRIED

NEW BUSINESS:

Councillor Carswell-Alexander advised of attending a recent Rock the Ice event at the RBC Center in Sarnia at which time the Mooretown Figure Skating Group won a skating competition.

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #11: That it be recommended to Council that a letter of congratulations and a Township pin be sent to all members of the Mooretown Figure Skating club that entered the past weekend's competition at the RBC Center.

CARRIED

Councillor Randell advised of information received from members of the Sombra Museum Board that apparently the United Church group in Sombra has an interested buyer for the Sombra United Church. A question was posed to Mr. Randell if the Township was interested in the facility.

Moved by S. Arnold

Seconded by S. Miller

Motion #12: That it be recommended to Council that the Township express no interest in purchasing a former Sombra United Church for municipal purposes.

CARRIED

Mr. Quenneville discussed his tentative budget schedule and it was determined that a special meeting of the Finance and Administration Committee will be held Thursday February 24th at 9:00am to review 2011 Operating Budget.

ADJOURNMENT:

Hearing no further business, it was;

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #13: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:05 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP Status
- River Trail Status
- Rural Water Costs
- Underground Storage Tanks

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated January 5, 2011
- Recycling pick up

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

- Monthly Report dated January 5, 2011

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated January 5, 2011
- Froomfield Sanitary Sewers

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated December 23, 2010

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 7:05 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 J. DeGurse

Motion #1: That this Committee recommend to Council that the report received from the Director of Public Works & Operations & Engineering dated January 5, 2011, regarding the status of the WWTP be received and accepted as information.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated January 5, 2011 regarding the River Trail status be received and accepted as information.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #2: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated January 5, 2011 regarding rural water service costs be received and accepted as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #3: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated January 5, 2011 recommending that Public Works staff investigate the possible existence of underground gasoline storage tanks on Township road allowance on Duncan Street, immediately south of Courtright Line in the Village of Brigden costs be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated January 5, 2011, be received and accepted as information.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #5: That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated January 5, 2011 regarding the recycling pick up delay be received as information.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #6: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated January 5, 2011 be received and accepted as information.

CARRIED

Moved by s. Arnold

Seconded by P. Gilliland

Motion #7: That it be recommended to Council that the Township move forward in its efforts to transfer the ownership and responsibility of the Brigden water tower the Lambton Area Water Supply System.

CARRIED

COORDINATOR OF ENGINEERING REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #8: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering dated January 5, 2011 be received and accepted as information.

CARRIED

Moved by D. Randell

P. Gilliland

Motion #9: That this Committee recommend to Council that the report dated January 5, 2011 received from the Coordinator of Engineering regarding the Froomfield Sanitary Sewers and Watermain be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Miller

Seconded by P. Gilliland

Motion #10: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated December 23, 2010, be received as information and the recommendations contained within be accepted..

CARRIED

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #11: That the meeting due hereby adjourn.

CARRIED

The meeting adjourned at 7:30 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary