

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

St. Clair Civic Centre
Committee Room 1
March 14, 2011
6:00 p.m.

The meeting of the Committee of the Whole was held March 14, 2011 with the following people present:

	D. Randell,	Chairperson, Public Works and Operations
	J. Agar,	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
	L. Burnham	Director of Public Works, Operations & Engineering
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk, Coordinator of Planning

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending February 2011

3. TREASURER’S REPORT:

A-1 2010 OPG Reserve balance
A-2 2011 capital and operating budget

4. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending February 2011

5. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report

6. DIRECTOR OF EMERGENCY SERVICES REPORT:

Alert FM System - agreement

7. NEW BUSINESS:

8. ADJOURNMENT:

Chairperson Agar called the meeting to order at 5:55 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Moved by S. Arnold

Seconded by D. Randell

Motion #1: That this meeting of the Finance and Administration committee commence early.

CARRIED

GENERAL ACCOUNTS: Month February of 2011

The Committee reviewed the list of General Accounts. The Treasurer responded to several questions posed by the Committee members.

Moved by S. Arnold

Seconded by J. DeGurse

Motion #2: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to XER003 totaling \$1,288,688.34 be approved for the month February of 2011.

CARRIED

TREASURER'S REPORT:

The Committee discussed in detail with the Treasurer and the CAO, Mr. Quenneville's report regarding the end of year 2010 OPG reserve balance. Mr. Quenneville in his report pointed out that the majority of the funds held for a possible rebate to OPG has been set up in an accounts payable fund with the balance in a specific reserve fund. Mayor Arnold questioned a portion of the report dealing with contributions made in the previous two years shown as summary as having been transferred to the operating budget. Mr. Quenneville stated that there was an error in titling his report and that the funds for 2008, 2009 and 2010 were not transferred to the operating budget. Also in response to the Deputy Mayor's questions, Mr. Quenneville advised that the money represented either in the accounts payable account or the reserve account is actually cash on hand.

Moved by D. Randell

Seconded by J. DeGurse

Motion #3: That this Committee recommend to Council that the report received from the Treasurer dated March 7, 2011, identified as A-1 regarding OPG Reserve report for the period of 2005 to 2010 be received and accepted.

CARRIED

The Committee reviewed Mr. Quenneville's report regarding the draft 2011 operating and capital budgets. At the conclusion of the discussion, the Committee did not recommend any cuts to either the operating or capital budgets. After considerable discussion, it was;

Moved by D. Randell

Seconded by P. Gilliland

Motion #4: That this Committee recommend to Council that the report received from the Treasurer dated March 7, 2011, identified as A-2 recommending that the 2011 Operating and Capital Budget exclusive of donations and grants be approved be received and accepted.

CARRIED

The Committee proceeded to review the list of proposed operating budget donations for 2011. Committee directed staff to contact the Corunna Medical Clinic regarding the possibility of whether or not the blood clinic can be expanded to include all Township residents and not exclusively patients of the Corunna Medical Clinic due to the recent announcement that Bluewater health will no longer provide blood testing services to other than inpatients. Staff was also asked to check with the Moore Presbyterian Foundation, the Provincial/Municipal funding ratio and criteria. Councillor Carswell-Alexander advised that the Ryan Wilson Charity Golf Tournament would not be conducted in 2011. The Committee also discussed funding strategies for the TASK Force on health care worker recruitment.

Moved by D. Randell

Seconded by P. Gilliland

Motion #5: That a grant in the amount of \$10,000 be made to Sarnia/Lambton TASK Force on health care worker recruitment for 2011 with a further incentive for an additional \$10,000 grant if a physician can be recruited to practice within St. Clair Township.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That a donation be made in the amount of \$250 be provided for the St. Vincent DePaul Christmas basket fund for the year 2011.

CARRIED

The Committee discussed in detail the grant requested by the Moore Agricultural Society.

Moved by S. Arnold

Seconded by J. DeGurse

Motion #7: That it be recommended to Council that a grant in the amount of \$15,000 representing \$10,000 for operating and \$5000 to a special capital fund be provided in 2011 to the Moore Agricultural Society.

CARRIED

The Committee discussed in detail the request received from the Sombra Township Child Care group for assistance in operating expenses as well as a contribution towards the groups provincially mandated audit expense. The total requested by the group as a Township grant in 2011 was \$10,800.

Moved by S. Arnold

Seconded by S. Miller

Motion #8: That it be recommended to Council that a grant in the amount of \$10,800 be provided in 2011 for the Sombra Daycare Group representing assistance in operating costs plus a contribution towards audit fees.

CARRIED

At the conclusion of the discussion, the Treasurer was asked to revise the 2011 operating budget grants and donations as per the Committee's directions.

BUILDING INSPECTOR'S REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #9: That it be recommended to Council that the Building Inspector's report for the month of February 2011 be received and accepted as information.

CARRIED

The Committee asked the Clerk to obtain information relative to the issuance of building permits for First Solar in advance of any site plan agreements.

DIRECTOR OF COMMUNITY SERVICES REPORT:

In his monthly report dated March 8, 2011 Mr. Hackett advised that tenders for the design and build for the new Sombra Museum are set to close on Friday March 18th with a report and recommendation to Council at its next meeting.

Moved by P. Gilliland

Seconded by S. Miller

Motion #10: That the committee recommend to Council that the monthly report of the Director of Community Services dated March 8, 2011 be received and the recommendations contained within approved.

CARRIED

The Committee discussed with Mr. Hackett, shoreline remediation plans for Cathcart Park. Mr. Hackett advised that he has contacted the SCRCA for remediation alternatives. In Mr. Hackett's opinion, if internal water ways were done with armor stone similar to Guthrie Park considerable usable land could be lost. It was suggested that the Committee be involved with the discussion and decision making of the Cathcart Park shoreline remediation with a report to the Finance and Administration Committee based on the recommendations received from the SCRCA. It was felt that if this report is available for discussion, perhaps the Finance and Administration meeting could start approximately 1 hour earlier.

DIRECTOR OF EMERGENCY SERVICES REPORT:

The Committee received a verbal report from Chief Dewhirst and Deputy Chief Bicum regarding the Alert FM system. The Committee was advised that part of the arrangements with Blackburn Radio was that the Township would commit to a \$100 per week advertising campaign that would provide for 3 paid and 3 donated advertisements per week alerting residents of the new alerting system. It was pointed out that the agreement is in place and this advertising costs would be financed by St. Clair County, Michigan. It was also pointed out that there is a one time equipment cost and fee of approximately \$33,000 to be financed from the reserve established from proceeds from the co-sponsored Enbridge/St. Clair Emergency Services charity golf tournament. Chief Dewhirst also advised that there are traditional industrial funding partners. Mayor Arnold advised that Shell Canada maybe interested in contributing to the cost of this system particularly for the areas immediately north of the Corunna refinery. Chief Dewhirst advised that he is also waiting for further information from Clean Harbors relative to the September 2010 site fire and also advised Council of information received on the transport and disposal to the Clean Harbors facility from the Imperial Oil Refinery.

Moved by S. Arnold

Seconded by D. Randell

Motion #11: That it be recommended to Council that the report received from the Director of Emergency Services regarding the Alert FM System be received and accepted,

CARRIED

NEW BUSINESS:

Councillor Randell advised of information received at the recent OGRA/ROMA conference regarding an effort to recycle and reuse surplus fire and emergency response equipment to underdeveloped countries suffering from natural disasters.

Mayor Arnold asked the Treasurer to prepare a statement relative to the Education and Environment Fund for the last five years, reflecting funds received and funds dispersed.

Hearing no further business, it was;

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #12: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:15 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
- Proposed water rate increase
- Proposed Rokeby Line bridge improvement
- Sombra Main pump failure

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated March 9, 2011
- Buckingham Road closure

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

- Monthly Report dated March 9, 2011
- 2011 Annual water quality report

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated March 9, 2011
- Urban asphalt resurfacing

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated March 7, 2011
- Mutual agreement drain - Corunna

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 7:15 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 this Committee recommend to Council that the report received from the Director of Public Works and Operations dated March 9, 2011 regarding the status of the WWTP be received and accepted as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #2: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated March 9, 2011 recommending that the water consumption rate be increased from \$0.760 per cubic meter to \$0.810 per cubic meter, without any increase in the basic flat fee, effective April 1, 2011 be received as information and that the water consumption rate be increased from \$0.760 per cubic meter to \$0.840 per cubic meter and the basic flat rate remain unchanged.

CARRIED

Moved by J. Agar

Seconded by S. Miller

Motion #3: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated March 10, 2011 recommending that the Rokeby Line bridge at Baby Creek be widened on each side at an estimated cost of \$150,000 rather than doing a complete replacement of the structure at an estimated cost of \$400,000 be received and accepted.

DEFEATED

Moved by D. Randell

Seconded by J. DeGurse

Motion #4: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated March 10, 2011 regarding the Sombra Main pumping station failure be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by.. S. Miller

Seconded by.. J. Agar

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated March 9, 2011 be received as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #6: That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated March 9, 2011 recommending that the Committee to approve the request from the Wallaceburg District Secondary School to allow a temporary closure of Buckingham Road from Whitebread Line to Lambton Line to accommodate the "Tin man Triathlon" from 8 am to 11 am on May 26th, 2011.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #7: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated March 9, 2011 be received as information.

CARRIED

The Committee discussed the portion of Mr. VanHyfte's report related to the infractions cited during the recent compliance audit. The Committee requested a staff report detailing the compliance infractions and recommendations of how these infractions can be avoided in the future. The Committee also requested a staff report relative to the suggestion of the appointment of a compliance officer as a member of staff. The Committee reviewed the Coordinator of Works (water/Wastewater) report dated 2010 annual water quality report. The Mayor advised that he had reviewed the report, found it somewhat confusing and incomplete and would like staff to revise the report.

Moved by J. DeGurse

Seconded by J. Agar

Motion #8: That it be recommended to Council that the report from the Coordinator of Operations (Water) dated March 9, 2011 recommending that the Committee approve the 2010 Annual Water Quality report for the St. Clair Township Distribution System be received and accepted.

DEFEATED

COORDINATOR OF ENGINEERING REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering dated March 9, 2011 be received as information.

CARRIED

Moved by J. Agar

Seconded by S. Arnold

Motion #10: That this Committee recommend to Council that the report dated March 9, 2011 received from the Coordinator of Engineering regarding urban asphalt resurfacing be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by J. DeGurse

Motion #11: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated March 9, 2011, be received and the recommendations contained therein be approved.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #12: That the monthly report from the Drainage Superintendent dated March 7, 2011 recommending that the Committee approve the formation of a new Mutual Agreement Drain between St. Clair Township and the private property owners, to be located within the alleyway between Hill Street and Paget Street, at an estimated total project cost of \$20,000 with a proposed cost sharing of 50% (\$10,000) paid by St. Clair Township "Storm Drainage Operations Budget" and the remaining 50% to be paid by the benefiting property owners be received and accepted.

CARRIED

NEW BUSINESS:

Councillor Miller questioned the meeting as to what activities if any are being carried on by Methes at the former Chinook Chemical Site on Holt Line. The Committee was advised that Methes is still waiting for their Ministry of Environment certificate of approval as well a drainage plan to complete the planning process and to the Township's knowledge, the only activity that may be going on on site is material transfer from trucks to rail cars.

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #13: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 8:05 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary