

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

St. Clair Civic Centre
Committee Room 1
November 19, 2012
6:00 p.m.

The meeting of the Committee of the Whole was held, 2012 with the following people present:

	P. Carswell-Alexander,	Chairperson, Public Works and Operations
	J. Agar,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	S. Miller,	Councillor
	J. DeGurse,	“
	D. Randell,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Absent
	L. Burnham	Absent
	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 October, 2012

3. STATEMENT OF FINANCIAL POSITION: for period ending October, 2012

4. SENIOR TAX CLERK’S REPORT:

Write Offs for the 2012 Taxation year - Oct 16, 2012

Write Offs for the 2012 Taxation year – Nov 5 2012

5. TREASURER’S REPORT:

Infrastructure Loan Option

Projected 2013 Century Truss Building

Asset Management Plan

Audit R.F.P.

Clean Harbors Tipping Fees for 2013

Municipal Infrastructure Investment Initiative –Round 2

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending October 2012

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated November 14, 2012

8. FIRE CHIEF’S REPORT:

Fire Dept. Activities for October 2012

9. CLERK'S REPORTS:

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

11. NEW BUSINESS:

12. ADJOURNMENT:

Moved by S. Arnold

Seconded by D. Randell

Motion #1 That this meeting of the Finance and Administration Committee do hereby commence at 5:55 pm.

CARRIED

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

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of 2012

The Committee proceeded to reviewed the General Accounts

Moved by S. Miller

Seconded by Jim Degurse

Motion #2 That this Committee recommend to Council that General Accounts for the month of October starting with supplier number 143001 to XER003, totaling \$3,662,618.48be approved.

CARRIED

STATEMENT OF FINANCIAL POSITION:

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #3 That it be recommended to Council that the Statement of Financial position for the period ending October, 2012 be received and approved

CARRIED

SENIOR TAX CLERK'S REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #4 That it be recommended to Council that the following taxes for the 2012 taxation year be reduced or cancelled, pursuant to Section 357 of The Municipal Act, 2001, c..

CARRIED

Moved by P. Gilliland

Seconded by J. Degurse

Motion #5 That it be recommended to Council that the following taxes for the 2012 taxation year be reduced or cancelled, pursuant to Section 357 of The Municipal Act, 2001, c..

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by P. Gilliland

Motion #5 That the information on infrastructure loan debenture be received.

CARRIED

Moved by S. Arnold
Motion #6 That it be recommended to Council that the Projected 2013 487 Polymore Drive Property revenue and expense be received.

Seconded by J. Degurse

CARRIED

Moved by S. Miller
Motion #7 That it be recommended to Council that the Ontario Position on the Federal Infrastructure Plan be received.

Seconded by D. Randell

CARRIED

Moved by P. Carswell Alexander
Motion #8 That it be recommended to Council that Collins Barrow Chartered Accountant be appointed the Township auditors for the years of 2012 to 2017 with base amounts of \$27,000 plus the cost of living for subsequent years subject to satisfactory performance.

Seconded by P. Gilliland

CARRIED

Moved by S. Arnold
Motion #9 That it be recommended to Council that the report on Clean Harbors Tipping Fees for the past year be received.

Seconded by P. Carswell-Alexander

CARRIED

Moved by P. Gilliland
Motion #10 That it be recommended to Council that the Plan and timeline for Municipal Infrastructure Investment Initiative be received.

Seconded by D. Randell

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold
Motion #11 That it be recommended to Council that the Building Inspector's report for the month of October 2012 be received and accepted as information.

Seconded by P. Carswell-Alexander

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by S. Arnold
Motion #12 That it be recommended to Council that the monthly report dated Nov 14, 2012 submitted by the Director of Community Services be received and all recommendations contained within be accepted.

Seconded by D. Randell

CARRIED

Council was advised that a quote has been received for possible renovations to the second floor of the Township's Emergency Services building to accommodate a medical facility. The cost of the renovations and the development of a single washroom are estimated to be approximately \$51,900.00.

Discussion with Mr. Hackett, Councilor Randell requested staff investigate and remove the debris within Branton Cundick Park. Committee also requested that the hydro and water service to the former tourist booth caboose in Sombra be disconnected in anticipation of the removal of the building.

DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by P. Carswell-Alexander
Motion #13 That it be recommended to Council that the Fire Chief's report dated November 13, 2012 be received as information.

Seconded by P. Gilliland

CARRIED

Moved by S. Miller

Seconded by J. Degurse

Motion #14 That the meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 6:20 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- odour control – WWTP
- Hill St./Petrolia Line – bicycle path cost

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated November 14, 2012
- Waste Management Contract
- Waste and Recycle Collection

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated Nov 14, 2012

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated Nov 14, 2012
- Barnes Drain – tender results

7. WATER/WASTE WATER SPECIALIST:

- Chatham Kent meter pit - St. Clair PKWY at Whitbread Line

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 6:20 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 S. Miller

Motion #1 That it be recommended to Council that the report form the Director of Public Works Dated November 14, 2012 on the odour control at Courtright WWTP be received as information.

CARRIED

Moved by J. Degurse

Seconded by D. Randell

Motion #2 That it be recommended to Council that the report form the Director of Public Works Dated November 14, 2012 on the Hill Street/Petrolia Line paved bicycle path cost be received as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by J. Agar

Motion #3 That it be recommended to Council that the monthly report of the Coordinator of Operations (Works) dated November 14, 2012, be received and accepted.

CARRIED

Committee reviewed the report relative to the waste management contract and the waste and recycle collection.

Moved by D. Randell

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the waste manage agreement with Marcotte Disposal Incorporated, Emterra Environmental and Waste Management are approved and the Mayor and Clerk be authorized to sign the agreement and other related documents.

TABLED

Moved by S. Arnold

Seconded by S. Miller

Motion #5 That it be recommended to Council that the waste manage agreement with Marcotte Disposal Incorporated, Emterra Environmental and Waste Management are Tabled.

CARRIED

Committee asked for information from staff as to where the recycling processing facility is located.

Moved by S. Arnold

Seconded by S. Miller

Motion #6 That it be recommended to Council to extend the current contracts for waste and recycle collection/processing service for a 7 year term.

TABLED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Carswell Alexander

Seconded by D. Randell

Motion #7 That this Committee recommend to Council that the monthly report of the Coordinator of Engineering dated November 14, 2012 be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by J. Agar

Seconded by J. Degurse

Motion #8 That it be recommended to Council that the monthly report of the Drainage Superintendent dated November 14, 2012, be received as information and the recommendations contained therein be approved.

CARRIED

Moved by D. Randell

Seconded by J. Degurse

Motion #9 That it be recommended to Council that the tender submitted by Murray Mills Excavating and Trucking (Sarnia) Ltd. In the amount of \$772,114.76 (including taxes) for the Barnes Drain construction be accepted and that the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

WATER/WASTEWATER SPECIALIST REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #10 That it be recommended to Council that the monthly report of the Water/Wastewater Specialist dated November 14, 2012 be received as information.

CARRIED

Committee requested that staff contact the general manager of the LAS system regarding the possible removal of a portion of the connection between St. Clair and Chatham Kent at the St. Clair Parkway and The White Bread line.

NEW BUSINESS:

Councilor Degurse advised of concerns he has received regarding the open drain located on the CSX property, as a portion of the South Courtright Drain, apparently the adjacent property owner is requesting that the open portion of the drain be enclosed. Councilor Degurse advised that the requesting party was asked to contact the appropriate Township staff.

Moved by S. Arnold

Seconded by J. Degurse

Motion #11 That it be recommended to Council that staff be requested to contact the land owner requesting enclosure of the open portion of Courtright South drain with a report to Council at its next meeting.

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #12 That the meeting of the Public Works and Operations committee do hereby adjourn.

CARRIED

The meeting adjourned at 7:00 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

