

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

St. Clair Civic Centre
Committee Room 1
May 20, 2014
3:00 p.m.

The meeting of the Committee of the Whole was held May 20, 2014 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,	Director of Finance/Treasurer
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk, Coordinator of Planning
	W. Anderson	Fire Chief
	L. Burnham	Director of Public Works, Operations & Engineering
	M. Deline	Coordinator of Engineering

FINANCE AND ADMINISTRATION

AGENDA:

3:00pm – Jane Marsh – St. Clair River Trail Committee

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending April, 2014

3. STATEMENT OF FINANCIAL POSITION: For period ending April 30, 2014

4. TREASURER’S REPORT:

A-1- AMO Federal Gas Tax agreement & 2014 prospect

A-2- 2014 County Payment of POA

5. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending April, 2014

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated May 13, 2014

7. FIRE CHIEF’S REPORT:

Monthly report dated May, 2014 with Incident Report.

8. CLERK’S REPORTS:

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

10. NEW BUSINESS:

11. ADJOURNMENT:

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #1: That this meeting of the Finance and Administration Committee commence at 3:00 p.m.

CARRIED

Chairperson Agar called the meeting to order at 3:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

3:00 – St. Clair River Trail

Mary Jane Marsh, along with Peter Cassel and Dave Cram, provided the committee with an update on progress with the trail, as well as forecasted the future plans. They informed council that they hoped the cost sharing between the municipality and the trail would continue beyond the final link of the trail being completed. They see future upgrades and additions to the trail as ongoing events once the trail is completed. Mary Jane indicated that the structure of the committee would change upon completion but they have not discussed what it will look like at this time. David Cram updated council on the River Run and identified it as something they wish to grow and by the pinnacle annual event on the trail that will help attract future events. For future projects Mary Jane asked committee if they would consider allowing the trail to use unused money from the 2013 budget for 2014 projects.

Moved by S. Arnold

Seconded by D. Randell

Motion #2: That the committee recommends to pay the St. Clair River Trail \$88, 093.40 for unused funds from 2013 fund raising matching grant finance from Education & Environment reserve fund.

CARRIED

GENERAL ACCOUNTS: Month of April, 2014

The Committee reviewed the list of General Accounts. After several questions were responded to by the Treasurer, it was;

Moved by D. Randell

Seconded by P. Gilliland

Motion #3: That this Committee recommend to Council that General Accounts for the month of April 2014, starting with supplier number ABA002 to XPL001 totaling \$1,320,486.69 be approved.

CARRIED

STATEMENT OF FINANCIAL POSITION:

Moved by S. Miller

Seconded by J. DeGurse

Motion #4: That it be recommended to Council that the Statement of Financial Position for the period ending April 30, 2014 be received and approved.

CARRIED

TREASURER'S REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #5: That it be recommended to Council that the Treasurer's report identified as A1 regarding the AMO Federal Gas Tax agreement & 2014 prospect be received and approved.

CARRIED

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #6: That this Committee recommend to Council that the Treasurer's report identified as A2 regarding 2014 County Payment of POA be tabled and sent back to staff for more information.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #7: That it be recommended to Council that the Building permit reports for the month ending April, 2014 be received.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #8: That it be recommended to Council that the completion of the renovations at the Port Lambton Library be approved and that this cost be charged to the Operating Budget.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #9: That it be recommended to Council that all sections of Stewart Park Drain that are not working properly be replaced and charge the cost to the Parks Operating Budget or to the Development Charges Reserve.

CARRIED

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #10: That it be recommended to Council that the quote received from Gym Con in the amount of \$30,910 for the resurfacing of tennis courts in Corunna and Brigden be accepted.

CARRIED

FIRE CHIEF/DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #11: That it be recommended that Council for the Township of St. Clair accept the Fire Chief's Report.

CARRIED

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #12: That the meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 3:55 p.m.

J. Agar,

Chairperson

J. Baranek

Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

3. COORDINATOR OF OPERATIONS REPORT:

- Monthly report dated May 14, 2014

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated May 14, 2014
- Froomfield Sanitary Sewer
- St. Clair Parkway watermain installation
- Asset Management Plan - roads

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated May 14, 2014
- Forbes Drain quotes
- Moffat-Lampman Drain & Miller - Moffatt Drain

6. WATER/WASTE WATER SPECIALIST/ORO REPORT:

- Devin water bill
- RFP for Sombra Lagoon De-Sludging

7. NEW BUSINESS:

8. ADJOURNMENT:

Moved by S. Arnold

Seconded by S. Miller

Motion #1: That this meeting of the Public Works and Operations Committee commence at 4:00 p.m.

CARRIED

Chairperson Carswell-Alexander called the meeting to order at 4:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

COORDINATOR OF OPERATIONS REPORT:

Moved by J. Agar

Seconded by P. Gilliland

Motion #2: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated May 14, 2014 be received as information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #3: That this committee recommend to council to direct staff to formulate a plan and work with owners and erect temporary signs to have the road reopened for Baby Road between White Line and Stanley Line.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. DeGurse

Seconded by D. Randell

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated May 14, 2014 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #5: That it be recommended to Council that the report of the Coordinator of Engineering dated May 13, 2014 with regard to Froomfield Sanitary Sewer Project be received as information.

CARRIED

Moved by S. Miller

Seconded by S. Arnold

Motion #6: That it be recommended to Council that the report of the Coordinator of Engineering dated May 14, 2014 with regard to St. Clair Parkway Watermain Installation be received as information and award Birnam Excavating the tender in the amount of \$268,259.43 for the watermain installation on St. Clair Parkway between Seager Park and Bickford Line.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #7: That it be recommended to Council that the report of the Coordinator of Engineering on Asset Management Plan – Roads dated May 14, 2014 be received as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #8: That it be recommended to Council to establish a value of \$1.5 million for the asset management strategy for roads maintenance in the annual budget and have it brought back in 2015 for the new council to consider annual increases to the value based on inflation.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by J. DeGurse

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated May 14, 2014 be received as information and the recommendations contained within be approved.

CARRIED

Moved by D. Randell

Seconded by J. Agar

Motion #10: That it be recommended to Council that Council approve the lowest quotation of \$29,047.11 (including net HST) from J&L Henderson Limited for the brushing, cleanout and culvert replacements on the Forbes Drain as a maintenance expense to the drain.

CARRIED

Moved by D. Randell

Seconded by J. DeGurse

Motion #11: That it be recommended to Council that Council approve the signing of a petition by the Road Authority requesting the abandonment of the Moffatt-Lampman Drain and extension of the Miller Moffatt Drain, and the appointment of a Drainage Engineer to prepare a report.

CARRIED

WATER/WASTE WATER SPECIALIST/ORO REPORT:

Moved by S. Miller

Seconded by J. DeGurse

Motion #12: That it be recommended to Council that Hugh and Pauline Devin pay in full \$876.96 for their water/sewer bill.

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #13: That it be recommended to Council that the report of the Water/Waste Water Specialist dated May 14, 2014 with regard to RFP for Sombra Lagoon De-Sludging be received as information.

CARRIED

NEW BUSINESS:

Moved by S. Miller

Seconded by D. Randell

Motion #14: That it be recommended to Council that they authorize the Mayor and Clerk to execute an amendment to the maintenance and operations agreement with OMI to acknowledge the fee increases for the operation of the waste water treatment plant in Courtright.

CARRIED

ADJOURNMENT:

Hearing no further business, it was;

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #15: That the meeting of the Public Works and Operations Committee do hereby adjourn.

CARRIED

The meeting adjourned at 4:50 p.m.

P. Carswell-Alexander,
Chairperson

J. Baranek
Secretary