

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

St. Clair Township Civic Centre  
Committee Room #1  
July 20, 2015  
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, July 20, 2015 with the following people present:

J. Agar	Chairperson, Finance & Administration
P. Gilliland	Chairperson, Public Works and Operations
S. Arnold	Mayor
J. DeGurse	Councillor
S. Miller	“
D. Randell	“
T. Kingston	“
Staff: J. Rodey	CAO
J. Baranek	Director of Administration/Clerk
C. Quenneville	Treasurer
M. Deline	Director of Public Works, Operations & Engineering
G. Hackett	Director of Community Services
C. McClemens	Deputy Clerk, Coordinator of Planning
W. Anderson	Fire Chief

**TOWNSHIP OF ST. CLAIR  
FINANCE AND ADMINISTRATION COMMITTEE  
AGENDA**

St. Clair Township Civic Centre  
Committee Room #1  
July 20, 2015  
3:00 p.m.

3:15 p.m. – Chris Carrier – Fire Marque

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** For the month of June 2015

**3. STATEMENT OF FINANCIAL POSITION:** For the period ending June 30, 2015

**4. DIRECTOR OF COMMUNITY SERVICES REPORTS:**

- Monthly report

**5. FIRE CHIEF’S REPORTS:**

- Monthly Report
- Incident Summary from June 16, 2015 to July 19, 2015
- Lambton County Fire Radio System Costs Breakdown
- Lambton County Fire Chiefs Association – County Wide Fire Radio & Paging System report
- St. Clair Command Unit Follow-up report

**6. DEPUTY CLERK’S REPORT:**

- Zoning By-law Complaint – EP-WD Zones

**7. NEW BUSINESS:**

**8. ADJOURNMENT:**

**DECLARATION OF PECUNIARY INTEREST:**

None declared.

**GENERAL ACCOUNTS:**

The Committee reviewed the list of General Accounts and, after brief clarifications, it was:

Moved by J. Degurse

Seconded by S. Miller

**Motion #1** That this Committee recommend to Council that General Accounts for the month of June 2015, starting with supplier 143002 to XPL001, totaling \$7,069,370.94 be approved.

**CARRIED**

**STATEMENT OF FINANCIAL POSITION:**

The Committee reviewed the Treasurer's Statement on the Financial Position of the municipality for the period ending June 30, 2015.

Moved by P. Gilliland

Seconded by S. Miller

**Motion #2** That it be recommended to Council that the Statement of Financial Position for period ending June 30, 2015 be received and approved.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

Moved by S. Arnold

Seconded by D. Randell

**Motion #3** That it be recommended to Council that the monthly report submitted by the Director of Community Services - Gary Hackett dated July 14, 2015 be received as information and that Captain Kidd Committee be authorized to proceed with their annual firework show.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #4** That it be recommended to Council that the potential vendor truck for CAP Park be denied for the 2015 season with limited productive time remaining, and that they be encouraged to initiate the approval process early in 2016 for that calendar year.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #5** That it be recommended to Council that a plan be established for upgrades and future maintenance of the boulevard at the Emergency Services Building along Lyndock Street.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #6** That it be recommended to Council that a committee comprised of councillors and staff be established to produce a Canada Day celebration within the Township for Canada Day 2017 to celebrate Canada's 150<sup>th</sup> Birthday.

**CARRIED**

**DEPUTATIONS:**

At the appointed time of 3:15 pm, Chairperson Agar welcomed Chris Carrier of Fire Marque to make his presentation.

Fire Marque has 52 clients across Canada, with the largest municipality being Kitchener-Waterloo. They specialize in recovering up to \$25,000 in compensation for emergency responses per incident for fires damaging properties, not including vehicular incidents.

Fire Marque utilizes a policy within most private property insurance policies that will not impact their future premiums. After an incident where a significant emergency response was deployed, they obtain the incident report from the fire department, explore whether or not the insured policy contains the provision and pursues the claim on behalf of the municipality. Most insurance policies contain this provision. Making a claim under this provision has no impact on



**TOWNSHIP OF ST. CLAIR  
PUBLIC WORKS & OPERATIONS COMMITTEE  
AGENDA**

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July 20, 2015  
4:00 p.m.

4:00 p.m. – Chris Galway – Land Manager, SW Ontario – Lafarge Canada Inc.

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. DIRECTOR OF PUBLIC WORKS REPORTS:**

- Ontario Municipal Cycling Infrastructure Program (OMCIP)
- LED Streetlight Conversion Program Proposal Review Committee
- Sydenham River Bridge at Holt Line
- Temporary Lay Down Area for Construction
- Use of Select Native Backfill
- Rehabilitation of Stanley Line Bridge at Bear Creek

**3. COORDINATOR OF OPERATIONS (WORKS) REPORTS:**

- Monthly Report
- Moore Fueling Facility Upgrades
- Single Axle Plow Truck

**4. COORDINATOR OF ENGINEERING REPORTS:**

- Monthly Report
- 508 Alderbury Crescent – Land Acquisition Request

**5. DRAINAGE SUPERINTENDENT REPORTS:**

- Monthly Report
- Miller-Moffatt Drain – Capital Budget

**6. WATER/WASTE WATER SPECIALIST/ORO REPORTS:**

- Courtright WWTP Odour Control Project Update
- Sombra and Port Lambton Lagoon Inspections

**7. NEW BUSINESS:**

- Road Closure – Reedy Lane – Port Lambton Gala Days

**8. ADJOURNMENT:**

**DECLARATION OF PECUNIARY INTEREST:**

None declared.

At the appointed time of 4:00 pm, Chairperson Deputy Mayor Gilliland welcomed the land manager for Lafarge Canada Inc., Chris Galway, to make his presentation.

Lafarge is looking to increase security at their Courtright site as the number of trespassers who use the dock for fishing and swimming purposes, many of whom do not realize they are on private property, are increasing. They would like to install posts with signs attached that read “DO NOT TRESPASS”. The current operation encroaches onto lands owned by the Township to both the north and south of their land and they are seeking permission from Council to allow the

sign posts to be installed on Township land. Mr. Galway acknowledged that Lafarge has used Township land for their operation for many years and that there is no formal agreement in place. He suggested that perhaps the previous owners had a gentlemen's agreement in place with the municipality.

Lafarge is aware of the complaints recently received by the Township and is diligently working on trying to control the dust during both loading and unloading as well as working in conjunction with the MOECC. Chris Galway concluded his presentation by asking Council to consider allowing the installation of sign posts on Township property and to permit the continued use of Township land for their operation.

Moved by S. Arnold

Seconded by T. Kingston

**Motion #1** That staff be directed to consult with our legal counsel about the ramifications, potential liability and impact of allowing the continuation of the use of Township land by Lafarge Canada Inc. before considering the request about the sign posts.

**CARRIED**

#### **DIRECTOR OF PUBLIC WORKS:**

Moved by S. Arnold

Seconded by J. Agar

**Motion #2** That it be recommended to Council that the report submitted by the Director of Public Works related to the OMCIP Program be received as information and that he be authorized to apply for the grant with the focus on paved shoulders to be used as cycling paths.

**CARRIED**

Moved by T. Kingston

Seconded by D. Randell

**Motion #3** That it be recommended to Council that the report submitted by the Director of Public Works related to the LED streetlight conversion program be received as information and that Council approve the formation of a committee to review the conversion proposals submitted by various suppliers and installation contractors; and that the two representatives of Council on the committee be Steve Miller and Jim Degurse.

**CARRIED**

Moved by J. Agar

Seconded by D. Randell

**Motion #4** That it be recommended to Council that the report submitted by the Director of Public Works related to the Sydenham River Bridge at Holt Line be received as information and that the Township procurement policy be waived and the quoted proposal submitted by BM Ross in the amount of \$29,100.00, excluding HST for Municipal Class Environmental Assessment for this structure, be accepted.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #5** That it be recommended to Council that the report submitted by the Director of Public Works related to a temporary lay down area for construction be received as information and that Township staff proceed with negotiations with the two property owners on Stanley Line to discuss temporary laydown areas & working easements for the rehabilitation work for Bear Creek Bridge over Stanley Line.

**CARRIED**

Moved by S. Miller

Seconded by D. Randell

**Motion #6** That it be recommended to Council that the report submitted by the Director of Public Works related to the use of select native backfill be received as information but, that the recommendation to allow contractors to use native fill subject to a number of conditions be hereby denied.

**CARRIED**

Moved by S. Arnold

Seconded by J. Agar

**Motion #7** That it be recommended to Council that the report submitted by the Director of Public Works related to the rehabilitation of the Stanley Line Bridge at Bear Creek be received as information and that the Township procurement policy be waived and the proposal submitted by Contractor - Theo Vandenberg Construction Limited and Consultant - Spriet Associates in the amount of \$465,900.00 excluding HST for detailed design and build for the rehabilitation of Stanley Line Bridge at Bear Creek, be accepted.

**CARRIED**

#### **COORDINATOR OF OPERATIONS (WORKS) REPORTS:**

Moved by D. Randell

Seconded by S. Miller

**Motion #8** That it be recommended to Council that the monthly report submitted by the Coordinator of Operations dated July 10, 2015 be received as information.

**CARRIED**

Moved by D. Randell

Seconded by J. Degurse

**Motion #9** That it be recommended to Council that the report submitted by the Coordinator of Operations dated July 9, 2015 related to the Moore Fueling Facility Upgrades be received as information and that the quote submitted by Middlesex Supply and Maintenance Ltd. (London) in the amount of \$29,215.30 (net HST) for the fueling upgrades be accepted, and the Mayor and Clerk be authorized to sign the contract and other related documents.

**CARRIED**

Moved by J. Agar

Seconded by S. Miller

**Motion #10** That it be recommended to Council that the report submitted by the Coordinator of Operations dated July 10, 2015 related to the Single Axle Plow Truck be received as information and that the lot tender submitted by Team Truck Centers in Sarnia in the amount of \$226,924.80 (including net HST) for the supply of a 2016 Freightliner M2-108 SD, complete with plow, wing and salting equipment, be accepted.

**CARRIED**

#### **COORDINATOR OF ENGINEERING REPORTS:**

Moved by S. Arnold

Seconded by J. Degurse

**Motion #11** That it be recommended to Council that the monthly report submitted by the Coordinator of Engineering dated July 10, 2015 be accepted and received as information.

**CARRIED**

Moved by S. Miller

Seconded by S. Arnold

**Motion #12** That it be recommended to Council that the report submitted by the Coordinator of Engineering dated July 10, 2015 related to 508 Alderbury Crescent Land Acquisition Request be received as information and that the property in question not be conveyed to the abutting land owners.

**CARRIED**

#### **DRAINAGE SUPERINTENDENT REPORTS:**

Moved by J. Degurse

Seconded by T. Kingston

**Motion #13** That it be recommended to Council that the monthly report submitted by the Drainage Superintendent dated July 15, 2015 be received as information and that the following recommendations be approved:

- Undertake the repairs to the Demars Drain Pumpworks by a suitable and qualified contractor as a maintenance expense to the drain.
- Undertake the repairs to the Bawden Drain Pumpworks by a suitable and qualified contractor as a maintenance expense to the drain.

**CARRIED**

Moved by D. Randell

Seconded by S. Miller

**Motion #14** That it be recommended to Council that the report submitted by the Drainage Superintendent related to the Miller Moffat Drain dated July 15, 2015 be received as information and that Council approve the re-allocation of \$60,000.00 from the 2015 capital budget item, the Sinclair-Virostek Drain, to allow for the improvement of the Miller Moffat Drain to be completed in the 2015 construction season.

**CARRIED**

#### **WATER/WASTE WATER SPECIALIST / ORO REPORTS:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #15** That it be recommended to Council that the report submitted by Waste Water Specialist dated July 15, 2015 related to the Courtright WWTP Odour Control Project be received as information.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #16** That it be recommended to Council that the report submitted by Waste Water Specialist dated July 15, 2015 related to the Sombra and Port Lambton Lagoon Inspections be accepted and received as information.

**CARRIED**

**NEW BUSINESS:**

Moved by S. Miller

Seconded by S. Arnold

**Motion #17** That it be recommended to Council that Reedy Lane in Port Lambton be temporarily closed in the same location as last year on Friday, August 1 – Sunday, August 3 to accommodate Port Lambton Gala Days traffic.

**CARRIED**

**ADJOURNMENT:**

Seeing as there was no further business for the committee to discuss, it was:

Moved by D. Randell

Seconded by S. Miller

**Motion #18** That the committee meeting hereby adjourn.

**CARRIED**

The meeting was adjourned at 5:00 p.m.

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P. Gilliland  
Chairperson

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J. Baranek  
Secretary