

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

St. Clair Township Civic Centre
Committee Room #1
January 8, 2018
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, January 8, 2018 with the following people present:

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

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

3:00 p.m. – SCRCA Presentation – Erin Carroll

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the month of December, 2017

3. STATEMENT OF FINANCIAL POSITION: None

4. TREASURER’S REPORTS:

- A-1 – 2017 Year-End Assessment Report for the 2018 Tax Year
- A-2 – 2016 FIR Review – Township of St. Clair
- A-3 – Updated Procurement By-Law 57 of 2017
- A-4 – Property Tax Decisions to be made in future in conjunction with Lambton Lower Tier & Upper Tier
- A-5 – Volunteers’ Accident Death and Dismemberment Coverage
- A-6 – 2018 & 2019 Capital Budget

5. FIRE CHIEF’S REPORT:

- Monthly Report

6. DIRECTOR OF COMMUNITY SERVICES’ REPORT:

- Monthly Report

7. DEPUTY CLERK/COORDINATOR OF PLANNING’S REPORT:

- Information Only – Planning/Development Summary

8. NEW BUSINESS:

9. ADJOURNMENT:

Erin Carroll, Biologist – St. Clair Region Conservation Authority

At the appointed time of 3:00 p.m., Chairperson Agar welcomed Erin Carroll of the SCRCA to make her presentation.

The SCRCA is involved with many projects across the Township of St. Clair: naturally significant areas, wetland development, property management and shoreline erosion control.

In addition to all the other wonderful projects undertaken annually by the SCRCA in the Township, Mrs. Carroll offered to undertake necessary mussel inventory and any fish relocation work associated with bridge rehabilitation and reconstruction which will streamline project preparation times.

Chairperson Agar thanked Mrs. Carroll for her very informative presentation and encouraged the SCRCA to continue with their excellent work.

1. DECLARATION OF PECUNIARY INTEREST:

None declared.

2. GENERAL ACCOUNTS:

The Committee reviewed the list of General Accounts. Staff was asked for various clarifications, after which the following motion was approved:

Moved by J. De Gurse

Seconded by S. Miller

Motion #1 Be it resolved that this Committee recommend to Council that General Accounts for the month of December 2017, starting with supplier number 222001 to YEL001 totaling \$6,962,768.33 be approved.

CARRIED

3. STATEMENT OF FINANCIAL POSITION:

There was no financial statement submitted for consideration.

4. TREASURER'S REPORTS:

Moved by D. Randell

Seconded by P. Gilliland

Motion #2 Be it resolved that report A-1 *Year-End Assessment Report for the 2018 Tax Year* as submitted by Treasurer - Charlie Quenneville dated December 21, 2017 be received as information.

CARRIED

Moved by J. De Gurse

Seconded by P. Gilliland

Motion #3 Be it resolved that report A-2 *2016 FIR Review – Township of St. Clair* as submitted by Treasurer - Charlie Quenneville dated December 5, 2018 be received.

CARRIED

Treasurer's Report A-3 remains Tabled as there was no report to lift this report.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #4 Be it resolved that report A-4 *Property Tax Decisions to be made in future in conjunction with Lambton Lower Tier & Upper Tier* as submitted by Treasurer - Charles Quenneville dated December 22, 2017 be received as information.

CARRIED

Moved by S. Arnold

Seconded by J. De Gurse

Motion #5 Be it resolved that report A-5 *Volunteers' Accident Death and Dismemberment Coverage* as submitted by Treasurer - Charles Quenneville dated December 27, 2017, be received as information and that each committee and group be advised to comprise annual lists of volunteers expected to be used throughout the year and that they be responsible to update their lists accordingly and notify Township staff when additions or deletions occur.

CARRIED

Moved by J. De Gurse

Seconded by P. Gilliland

Motion #6 Be it resolved that report A-6 *2018 & 2019 Capital Budget* as submitted by Treasurer - Charles Quenneville dated December 27, 2017 be received as information.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #7 Be it resolved that the following two recommendations be approved:

- That the 2018 Capital Budget be approved after December 14, 2017 including Council resolutions and the use of development charges for 2018-31 Indoor Recreation for \$40,000; 2018-40 Police Building for \$15,000; project 2018-104 for roads for \$245,285; project 2018-200 for Storm Sewer for \$39,000; and, project 2018-450 for Public Works for \$8,932 subject to final approval of the 2018 Operating Budget; and,
- That the 2019 preliminary capital budget be approved subject to approval of the Operating Budget.

CARRIED

5. FIRE CHIEF'S REPORT:

Moved by D. Randell

Seconded by J. De Gurse

Motion #8 Be it resolved that the monthly report as submitted by the Fire Chief Walt Anderson dated January 8, 2018, be received as information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #9 Be it resolved that the current Council encourage the next Council to work with the Town of New Liskeard towards a deal to send them the two fire vehicles which are being replaced in 2018.

CARRIED

Moved by P. Gilliland

Seconded by T. Kingston

Motion #10 Be it resolved that generators be purchased for the purpose of providing power for emergency shelters for the Community Centres in Sombra and Port Lambton, and for the Legion in Corunna and they all be financed by the Education and Environment Fund.

CARRIED

6. DIRECTOR OF COMMUNITY SERVICES' REPORT:

Moved by T. Kingston

Seconded by P. Gilliland

Motion #11 Be it resolved that the monthly report submitted by the Director of Community Services - Linda Kennedy dated January 4, 2018 be received as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #12 Be it resolved that consideration for consultation towards the Moore Sports Complex refrigeration system be lifted from the table.

CARRIED

Moved by S. Miller

Seconded by J. De Gurse

Motion #13 Be it resolved that Council approve \$40,000 to be allocated for consultation/study purposes to evaluate and begin the process to change the arena refrigeration from a direct ammonia system.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #14 Be it resolved that Council approve and allocate \$15,000 for roof shingle replacement for the Dedecker Park Utility Building with the project to be awarded to the lowest tender to be financed by the Facilities Life Cycle Reserve.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #15 Be it resolved that the procurement policy be waived and the Community Services department be approved to order the second Olympia Ice Resurfacer from Resurface at the cost of \$102,000 to be funded by the OMPF funding.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #16 Be it resolved that Council approve WiFi to be extended to be available throughout the Moore Sports Complex on a secure system, with the funding to be determined at time of installation.

CARRIED

7. DEPUTY CLERK/COORDINATOR OF PLANNING'S REPORT:

Moved by P. Gilliland

Seconded by J. De Gurse

Motion #17 Be it resolved that the monthly report submitted by the Deputy Clerk/Coordinator of Planning – Carlie McClemens dated January 3, 2018 be received as information.

CARRIED

8. NEW BUSINESS:

Moved by S. Arnold

Seconded by P. Gilliland

Motion #18 Be it resolved that a plug-in to be used by the generator in the event of an emergency be installed at the Civic Centre and that the \$25,000 allocated in the 2018 Capital Budget for a generator at the Moore Sports Complex be transferred to the Civic Centre.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #19 Be it resolved that the Treasurer be asked to produce a report on the impact of transferring Township financial accounts to one of the few remaining local financial institutions.

CARRIED

9. ADJOURNMENT:

Moved by S. Miller

Seconded by D. Randell

Motion #20 That the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 4:25 p.m.

Chairperson - Jeff Agar

Clerk - Jeff Baranek

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

1. DECLARATION OF PECUNIARY INTEREST:

2. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

- Monthly Report
- Alleyway between Broadway St. and Moore St. (Port Lambton)
- St. Clair River Trail – Maintenance Plan
- Beckwith Street - Corunna

3. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORT:

- Monthly Report

4. DRAINAGE SUPERINTENDENT'S REPORT:

- Monthly Report

5. NEW BUSINESS:

6. ADJOURNMENT:

1. DECLARATION OF PECUNIARY INTEREST:

None declared.

2. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

Moved by J. De Gurse

Seconded by D. Randell

Motion #1 Be it resolved that the monthly report submitted by the Coordinator of Operations' (Works) - David Neely dated January 3, 2018 be received as information.

CARRIED

Moved by T. Kingston

Seconded by J. De Gurse

Motion #2 Be it resolved that the report regarding an Alleyway between Broadway and Moore St. (Port Lambton) submitted by the Coordinator of Operations' (Works) - David Neely dated January 3, 2018 be received as information.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

Motion #3 Be it resolved that the alley immediately south of 4402 St. Clair Parkway be declared surplus and half be offered to both adjoining land owners according to the Township of St. Clair Surplus Land Policy.

CARRIED

Moved by J. Agar

Seconded by D. Randell

Motion #4 Be it resolved that the report regarding the St. Clair River Trail – Maintenance Plan submitted by the Coordinator of Operations' (Works) - David Neely dated January 3, 2018 be received as information.

CARRIED

Moved by J. Agar

Seconded by J. De Gurse

Motion #5 Be it resolved that the report regarding Beckwith Street - Corunna submitted by the Coordinator of Operations' (Works) - David Neely dated January 3, 2018 be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #6 Be it resolved that consideration for the installation of sidewalks and streetlights on the north side of Beckwith Street in Corunna be tabled to determine possible funding avenues.

TABLED

3. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORT:

Moved by S. Arnold

Seconded by J. De Gurse

Motion #7 Be it resolved that the monthly report submitted by the Coordinator of Operations' (Water/Wastewater) - Chris Westbrook dated January 8, 2018 be received as information.

CARRIED

4. DRAINAGE SUPERINTENDENT'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #8 Be it resolved that the monthly report submitted by the Drainage Superintendent - Lucas DePooter dated January 3, 2018 be received as information and the following recommendations be approved:

- The private replacement of a new access culvert in N1/2 lot 3, Concession 3, within the Edwards Drain at the expense of Gary Stephens for construction costs and future maintenance costs.
- The private installation of a new access culvert in Lot 22, Concession 9, within the Lukey Drain at the expense of Nova Chemicals for construction costs and future maintenance costs subject to the approval from the neighbours across the street from the new access proposed location.

CARRIED

5. NEW BUSINESS:

6. ADJOURNMENT:

Moved by T. Kingston

Seconded by J. Agar

Motion #9 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 5:00 p.m.

Chairperson - Deputy Mayor Gilliland

Clerk - Jeff Baranek