

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

St. Clair Township Civic Centre
Committee Room #1
February 12, 2018
2:45 p.m.

The meeting of the Committee of the Whole was held Monday, February 12, 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
G. Lozon	Deputy 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**

2:45 p.m. – “In Camera” - Section 239 (f) Solicitor Client Advice related to a Report of the Ombudsman

3:00 p.m. – Nova - Tree Planting Plan - Meaghan Lawrence & Jill Ward

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the months of December, 2017 & January, 2018

3. STATEMENT OF FINANCIAL POSITION: For the period ending Dec. 31, 2017

4. TREASURER’S REPORTS:

- A-1 – Question pertaining to Accounts Payable Invoices & Reports
- A-2 – Volunteers Accident Death and Dismemberment Coverage

5. SENIOR TAX CLERK’S REPORT:

- Memo – Sections 357 and 358 for the 2015, 2016 and 2017 Taxation Years

6. CLERK’S REPORTS:

- Surplus Land Between 4402 and 4406 St. Clair Parkway
- Lottery Licensing Authority and Procedures

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

- Information Only – Planning/Development Summary

8. CHIEF ADMINISTRATIVE OFFICER'S REPORT:

- Financial Impacts of Bill 148

9. FIRE CHIEF'S REPORT:

- Monthly Report

10. DIRECTOR OF COMMUNITY SERVICES' REPORTS:

- Monthly Report
- McDonald Park Concession Building Report
- Olympia Ice Resurfacer Report
- Community Services Fees
- Community Services Grass Cutting

11. NEW BUSINESS:

12. ADJOURNMENT:

At the appointed time of 2:45 p.m., Chairperson Agar declared the meeting open.

Moved by D. Randell

Seconded by P. Gilliland

Motion #1 Be it resolved that the meeting enter an in-camera session under Section 239 (f) Solicitor Client Advice related to a Report of the Ombudsman.

CARRIED

Chairperson Agar declared the meeting back into open session and noted there were no motions to rise and report.

Nova Chemicals – Meaghan Lawrence and Jill Ward

At the appointed time of 3:00 p.m., Chairperson Agar welcomed Meaghan Lawrence and Jill Ward of Nova Chemicals and asked them to make their presentation.

As part of their upcoming expansion, Nova needs to remove a portion of woodlot, which triggers a 2:1 replant requirement. Nova proposed planting 75% of that requirement on their own land but, offered 25% to the Township for planting at a place of their choosing. That equates to 1.6 hectares of cover at approximately 1200 trees/hectare.

The available species will be mixed native species with an effort to blend in with existing surroundings.

Mayor Arnold thanked Nova for a tremendous opportunity for the Township to incorporate a natural area into the community.

Moved by S. Arnold

Seconded by D. Randell

Motion #2 Be it resolved that the Township enter into an agreement with Nova Chemicals to accept 25% of their required replant and that staff be directed to produce a report identifying potential sites.

CARRIED

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 T. Kingston

Seconded by S. Miller

Motion #3 Be it resolved that this Committee recommend to Council that General Accounts for the month of December 2017, starting with supplier number ACA001 to YEL001 totaling \$300,467.07 be approved.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion #4 Be it resolved that this Committee recommend to Council that General Accounts for the month of January 2018, starting with supplier number 876002 to XPL001 totaling \$1,030,361.58 be approved.

CARRIED

3. STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurer's Statement on the Financial Position of the municipality for the period ending December 31, 2017.

Moved by T. Kingston

Seconded by J. De Gurse

Motion #5 Be it resolved that this Committee recommend to Council that the Statement of Financial Position for period ending December 31, 2017 be received and approved.

CARRIED

4. TREASURER'S REPORTS:

Moved by T. Kingston

Seconded by D. Randell

Motion #6 Be it resolved that report A-1 *Question pertaining to Accounts Payable Invoices & Reports* as submitted by Treasurer - Charlie Quenneville dated January 8, 2018 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by J. De Gurse

Motion #7 Be it resolved that report A-2 *Volunteers Accident Death and Dismemberment Coverage* as submitted by Treasurer - Charlie Quenneville dated January 31, 2018 be received as information and that staff be directed to bring back additional information.

CARRIED

5. SENIOR TAX CLERK'S REPORT:

Moved by T. Kingston

Seconded by S. Miller

Motion #8 Be it resolved that *Memo – Sections 357 and 358 for the 2015, 2016 and 2017 Taxation Years* as submitted by Senior Tax Clerk – Cindy Matias dated February 12, 2018 be received as information and that the roll numbers included in the report for 2015, 2016 and 2017 taxation years be reduced or cancelled accordingly, pursuant to Section 358 and Section 357 of the Municipal Act, 2001, c.

CARRIED

6. CLERK'S REPORTS:

Moved by J. De Gurse

Seconded by T. Kingston

Motion #9 Be it resolved that the report *Surplus Land Between 4402 and 4406 St. Clair Parkway* submitted by Clerk – Jeff Baranek dated February 12, 2018 be received as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #10 Be it resolved that half the surplus alley between 4402 and 4406 St. Clair Parkway be offered to each of the abutting land owners at only the cost of the transaction, including but not limited to the necessary survey, land transfer, deed preparation and legal costs.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion #11 Be it resolved that the report submitted by Clerk – Jeff Baranek regarding Lottery Licensing Authority and Procedures dated January 23, 2018 be received as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #12 Be it resolved that the Township waive all lottery license application fees be waived for applications submitted by all local Legions.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13 Be it resolved that the Township waive the requirement for Letters of Credit for all lottery license applications submitted by local Legions.

CARRIED

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

Moved by T. Kingston

Seconded by J. De Gurse

Motion #14 Be it resolved that the report *Information Only – Planning/Development Summary* submitted by Deputy Clerk/Coordinator of Planning - Carlie McClemens dated February 8, 2018 be received as information.

CARRIED

8. CHIEF ADMINISTRATIVE OFFICER'S REPORT:

Moved by T. Kingston

Seconded by S. Arnold

Motion #15 Be it resolved that the report *Financial Impacts of Bill 148* submitted by CAO – John Rodey dated February 8, 2018 be received as information.

CARRIED

9. FIRE CHIEF'S REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #16 Be it resolved that the monthly report as submitted by the Fire Chief Walt Anderson dated February 12, 2018, be received as information.

CARRIED

10. DIRECTOR OF COMMUNITY SERVICES' REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #17 Be it resolved that the monthly report submitted by the Director of Community Services - Linda Kennedy dated February 7, 2018 be received as information.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion #18 Be it resolved that the request submitted by a local resident to use the former Sue's Country Kitchen as storage be denied due to insecurity of the building and safety concerns with the integrity of the building.

CARRIED

Moved by T. Kingston

Seconded by D. Randell

Motion #19 Be it resolved that the report *McDonald Park Concession Building Report* submitted by the Director of Community Services - Linda Kennedy dated February 5, 2018 be received as information and that the following recommendations be approved:

- That the \$13,150 quote submitted by Westlake Door Systems for the door installations and accompanying masonry work be approved; and

- That the \$17,193.11 quote submitted by Henry Kraayenbrink Construction for the roof and beam replacement be approved.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #20 Be it resolved that the report *Olympia Ice Resurfacers* submitted by the Director of Community Services - Linda Kennedy dated February 5, 2018 be received as information and that staff be directed to produce a report identifying options to move resolve the issue moving forward.

CARRIED

Moved by D. Randell

Seconded by T. Kingston

Motion #21 Be it resolved that the report *Community Services Fees* submitted by the Director of Community Services - Linda Kennedy dated February 5, 2018 be received as information and the contained fees be approved effective April 1, 2018.

CARRIED

Moved by T. Kingston

Seconded by J. De Gurse

Motion #22 Be it resolved that the report *Community Services Grass Cutting* submitted by the Director of Community Services - Linda Kennedy dated February 7, 2018 be received as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #23 Be it resolved that the grass be removed from the island on Argyle Street in Corunna to be replaced with low maintenance ground cover and shrubs.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #24 Be it resolved that staff produce a report to determine feasibility and potential options for the maintained lot on Secretariate Street in Corunna.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #25 Be it resolved that staff investigate the feasibility of determining the riverfront lots in the Beckwith Street and Fane Street road allowances as surplus.

CARRIED

ADJOURNMENT:

Moved by S. Miller

Seconded by D. Randell

Motion #26 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 4:15 p.m.

Chairperson - Jeff Agar

Clerk - Jeff Baranek

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

4:00 p.m. – Enbridge – Line 5 HDD at Froomfield – Ken Hall

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS' REPORTS:

- Proposed Wastewater Rate Increase
- 5 Year Wastewater Capital Plan
- Connection of Outstanding Froomfield Residents to Sanitary Main

3. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

- Monthly Report
- Temporary Buckingham Road Closure
- Miscellaneous Concrete/Asphalt Repair – 2018 Season
- Tandem Axle/Tri-axle Plow Truck
- Gravel Hauling

4. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORTS:

- Monthly Report
- Courtright WWTP Odour Control Project – Phase 1 Engineering Budget Increase

5. COORDINATOR OF ENGINEERING'S REPORTS:

- Monthly Report
- St. Clair Parkway – Courtright Line to Frog Point – Road Condition
- Paddock Green Trucking Routes
- F.E. Shaw Building Additions – Recommendation
- Moore Line over Bear Creek Bridge Rehabilitation
- Nova Chemicals Water and Sewer Use Agreements

6. DRAINAGE SUPERINTENDENT'S REPORT:

- Monthly Report

7. NEW BUSINESS:

8. ADJOURNMENT:

At the outset of the meeting, Deputy Mayor Gilliland welcomed Ken Hall of Enbridge to make his presentation regarding the replacement of Line 5 under the St. Clair River.

Enbridge – Line 5 HDD at Froomfield – Ken Hall

Enbridge has purchased Spectrum Energy out of Houston, of which Union Gas is a part of the conglomerate. Enbridge has begun entering the green energy market but, remains committed to hydrocarbon initiatives.

Line 5 under the St. Clair River at Froomfield was sanctioned in 1953 and is over 1000 kms long and 30 inches in diameter. The United States have become concerned with the integrity of the line under the Makinac Straits and the St. Clair River despite no scientific evidence of its deterioration. Political pressure from Michigan has resulted in Enbridge agreeing to replace Line 5, even though its current condition presents no danger. Its

replacement has not been approved by the National Energy Board and is not expected to commence until late 2019. The replacement would be done by horizontal directional drilling and would pass more than 20 feet below the bottom of the river. The work would include a staging area on Lasalle Road and a working area in Froomfield. If approved, the existing pipe will be decommissioned and will remain in place.

As the project moves along, more consultation with the immediate community will take place along with correspondence with the municipality and local First Nations communities.

Deputy Mayor Gilliland thanked Mr. Hall for his presentation and encouraged constant communication with all stakeholders.

1. DECLARATION OF PECUNIARY INTEREST:

None declared.

2. DIRECTOR OF PUBLIC WORKS' REPORTS:

Moved by T. Kingston

Seconded by S. Miller

Motion #1 Be it resolved that the report *Proposed Wastewater Rate Increase* submitted by the Director of Public Works – Brian Black dated February 12, 2018 be received as information and a 2% increase to wastewater rates each year over the next three years be approved.

CARRIED

Moved by S. Miller

Seconded by J. Agar

Motion #2 Be it resolved that the report *5 Year Wastewater Capital Plan* submitted by the Director of Public Works – Brian Black dated February 12, 2018 be received as information and that the attached five year wastewater capital plan be approved.

CARRIED

Moved by J. Agar

Seconded by D. Randell

Motion #3 Be it resolved that the report *Connection of Outstanding Froomfield Residents to Sanitary Main* submitted by the Director of Public Works – Brian Black dated February 12, 2018 be received as information and that a five year payment plan for sanitary lateral connection be offered to Froomfield residents not currently connected to the sanitary main.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #4 Be it resolved that staff correspond with the residents who have not yet connected to offer a payment plan and provide technical information on the connection and provide potential contractors.

CARRIED

3. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

Moved by D. Randell

Seconded by T. Kingston

Motion #5 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 S. Miller

Seconded by D. Randell

Motion #6 Be it resolved that the report *Temporary Buckingham Road Closure* submitted by the Coordinator of Operations' (Works) - David Neely dated February 7, 2018 be received as information and 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 'Tinman Triathlon' from 8:00am until 1:00pm on Thursday May 17, 2018 be approved.

CARRIED

Moved by J. Agar

Seconded by J. De Gurse

Motion #7 Be it resolved that the report *Miscellaneous Concrete/Asphalt Repair – 2018 Season* submitted by the Coordinator of Operations' (Works) - David Neely dated

February 7, 2018 be received as information and that the Township procurement policy be waived for economic benefits and that Goodreau Excavating be hired to complete miscellaneous concrete and asphalt repairs for the 2018 season, throughout the Township, based on the submitted 2018 unit prices.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #8 Be it resolved that the report *Tandem Axle/Tri-axle Plow Truck* submitted by the Coordinator of Operations' (Works) - David Neely dated February 7, 2018 be received as information and that the low tender submitted by Team Truck Centers in Sarnia in the amount of \$316,982.42 (including net HST) for the supply of a 2019 Freightliner 114SD, complete with plow, wing, and salting equipment be approved.

CARRIED

Moved by D. Randell

Seconded by T. Kingston

Motion #9 Be it resolved that the report *Gravel Hauling* submitted by the Coordinator of Operations' (Works) - David Neely dated February 7, 2018 be received as information and that Council approves the hiring of McKenzie Henderson Ltd. based on an hourly rate of \$125.00 per hour per truck, to assist in the hauling of approximately 18,000 tonnes of gravel for the 2018 season.

CARRIED

4. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #10 Be it resolved that the monthly report submitted by the Coordinator of Operations' (Water/Wastewater) - Chris Westbrook dated February 12, 2018 be received as information.

CARRIED

Moved by J. Agar

Seconded by S. Miller

Motion #11 Be it resolved that the report *Courtright WWTP Odour Control Project – Phase 1 Engineering Budget* submitted by the Coordinator of Operations' (Water/Wastewater) - Chris Westbrook dated February 12, 2018 be received as information and that Council approves additional funds in the amount of \$54,510 plus HST for the Engineering budget for Phase 1 of the Odour Control Project.

CARRIED

5. COORDINATOR OF ENGINEERING'S REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #12 Be it resolved that the monthly report submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information.

CARRIED

Moved by J. Agar

Seconded by S. Arnold

Motion #13 Be it resolved that this committee recommend to Council that the proposed donation of a weathervane for the clock tower in Corunna be refused due to installation concerns and associated costs.

CARRIED

Moved by S. Miller

Seconded by J. De Gurse

Motion #14 Be it resolved that the report *St. Clair Parkway – Courtright Line to Frog Point – Road Condition* submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #15 Be it resolved that the report *Paddock Green Trucking Routes* submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information and that staff prepare a report for the feasibility of a road to connect the developing area in Paddock Green to Rokeby Line.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #16 Be it resolved that the report *F.E. Shaw Building Additions – Recommendation* submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information and that the tender submitted by Bill Hoekstra General Contracting in the amount of \$149,217.81 net HST for the F.E. Shaw Building Additions be approved and that the Mayor and Clerk be authorized to sign the contract and other related documents

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #17 Be it resolved that the report *Moore Line over Bear Creek Bridge Rehabilitation* submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information and the following recommendations be approved:

1. That the rehabilitation of the Moore Line over Bear Creek bridge be postponed and reconsidered during future capital budget deliberations.
2. That the capital budget for the project in the amount of \$215,000 (2018) and the remaining budget of \$10,000 (2017) be transferred to bridge reserves.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #18 Be it resolved that the report *Nova Chemicals Water and Sewer Use Agreements* submitted by the Coordinator of Engineering – Paul daSilva dated February 7, 2018 be received as information and the following recommendations be approved:

1. That By-Law 44 of 2006, being a by-law to execute a Sanitary Use Agreement with Nova Chemical Inc. be repealed.
2. That the Sanitary Use and Water Use Agreements attached be accepted by Council and that the Mayor and Clerk be authorized to execute the agreements.
3. That the Clerk be authorized to execute the necessary By-Laws for approval.

CARRIED

6. DRAINAGE SUPERINTENDENT’S REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #19 Be it resolved that the monthly report submitted by the Drainage Superintendent - Lucas DePooter dated February 7, 2018 be received as information and that the following recommendations be approved:

1. Appoint R. Dobbin Engineering Inc. to prepare an engineer’s report specifying the size of culvert required, and providing a schedule of assessment for construction and future maintenance.
2. Approve the abandonment of the Bolton Drain from the head of the drain to the west limit of Lot 15, concession 8.
3. Do not pursue the enclosure of the Government Drain #2 along N1/2 lot 16, concession 11.

CARRIED

7. NEW BUSINESS:

Moved by S. Arnold

Seconded by D. Randell

Motion #20 Be it resolved that staff review the stormwater bylaw for the City of Mississauga and model what a similar fee structure would result in for the Township.

CARRIED

8. ADJOURNMENT:

Committee of the Whole,
February 12, 2018

Moved by S. Miller

Seconded by D. Randell

Motion #21 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 5:30 p.m.

Chairperson - Deputy Mayor Gilliland

Clerk - Jeff Baranek