

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

St. Clair Township Civic Centre
Committee Room #1
April 9, 2018
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, April 9, 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	“

Regrets: J. De Gurse, Councillor

Staff: J. Rodey	CAO
J. Baranek	Clerk
C. McClemens	Deputy Clerk/Coordinator of Planning
C. Quenneville	Treasurer
L. Kennedy	Director of Community Services
W. Anderson	Fire Chief
D. Neely	Coordinator of Roads
C. Westbrook	Coordinator of Water/Wastewater
P. DaSilva	Coordinator of Engineering

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

3:00 p.m. - Paula McKinlay – Canadian Cancer Society

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the month of March, 2018

3. STATEMENT OF FINANCIAL POSITION:

4. TREASURER’S REPORTS:

- A-1 – AMO Policy Update – 2018 Provincial Budget
- A-2 – Designation of OCIFA and AMO Gas Projects
- A-3 – Analysis of Current Banking Services
- A-4 – Updated Procurement By-Law 57 of 2017

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

- Information Only – Planning/Development Summary

6. FIRE CHIEF’S REPORT:

- Monthly Report

7. DIRECTOR OF COMMUNITY SERVICES' REPORTS:

- Monthly Report
- Grant Applications Report
- Rinks 1 & 2 Use – Township Groups - Follow Up Report
- Moore Sports Complex Facility Needs Report
- Corunna Minor Soccer Request

8. NEW BUSINESS:

9. ADJOURNMENT:

At the appointed time of 3:00 p.m., Chairperson Agar welcomed Paula McKinlay to come forward to accept a donation from the Township on behalf of the Canadian Cancer Society.

The Daffodil Campaign is underway and the Township donated \$100 to the local campaign. The campaign brings in close to \$100,000 annually between the door to door, and the daffodil sales.

Mayor Arnold presented the cheque and thanked Paula for her tireless efforts to operate such a meaningful and impactful program.

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 D. Randell

Motion #1 That this committee recommend to Council that General Accounts for the month ending March 31, 2018, starting with supplier number 407001 to ZAMBONI totaling \$7,014,006.08 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 March 31, 2018:

Moved by S. Miller

Seconded by D. Randell

Motion #2 Be it resolved that this Committee recommend to Council that the Statement of Financial Position for the period ending March 31, 2018 be received and approved.

CARRIED

4. TREASURER'S REPORTS

Moved by T. Kingston

Seconded by S. Miller

Motion #3 Be it resolved that the 2018 Provincial Budget report submitted by Treasurer Charlie Quenneville dated March 28, 2018 be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #4 Be it resolved that the Designation of OCIFA and AMO Gas Projects report submitted by Treasurer Charlie Quenneville dated April 2, 2018 be received and that project 2018-101 St. Clair Parkway be selected for the OCIFA grant program and both project 2018-103 Oil Springs Line and 2018-104 Belmont Street in Corunna be selected for the AMO Gas Tax program for 2018.

CARRIED

Moved by S. Miller
Seconded by P. Gilliland
Motion #5 Be it resolved that the Analysis of Current Banking Services report submitted by Treasurer Charlie Quenneville dated March 8, 2018 be received as information.
CARRIED

Moved by T. Kingston
Seconded by S. Miller
Motion #6 Be it resolved that the Updated Procurement Bylaw 57 of 2017 report submitted by Treasurer Charlie Quenneville dated March 28, 2018 be received and that Bylaw 57 of 2017 be recommended to Council for approval.
CARRIED

5. DEPUTY CLERK/COORDINATOR OF PLANNING'S REPORT

Moved by S. Miller
Seconded by P. Gilliland
Motion #7 Be it resolved that the report Information Only – Planning/Development Summary submitted by Deputy Clerk/Coordinator of Planning - Carlie McClemens dated April 5, 2018 be received as information.
CARRIED

6. FIRE CHIEF'S REPORT

Moved by T. Kingston
Seconded by S. Miller
Motion #8 Be it resolved that the monthly report submitted by Fire Chief Walt Anderson be received as information.
CARRIED

Moved by S. Arnold
Seconded by D. Randell
Motion #9 Be it resolved that the Host Agreement between Legion Branch 447 and the Township be recommended to Council for approval.
CARRIED

Moved by S. Miller
Seconded by D. Randell
Motion #10 Be it resolved that the quote submitted by Sign World in the amount of \$8754/sign be approved for five fire stations to be funded by the Emergency Services Account.
CARRIED

Moved by S. Miller
Seconded by S. Arnold
Motion #11 Be it resolved that the caretaker for Fawn Island be exempt from the Open Burn Bylaw 55 of 2017 and be permitted to burn brush when needed.
CARRIED

Moved by S. Miller
Seconded by T. Kingston
Motion #12 Be it resolved that the Chief and Deputy Chief be permitted to attend the Emergency Services Breakfast in Marysville on May 18, 2018.
CARRIED

Moved by D. Randell
Seconded by T. Kingston
Motion #13 Be it resolved that the Fire Chief participate in a sprinkler demonstration along with Wallace Kent Sprinklers intended to educate the public on in-home sprinklers to be held on May 19, 2018.
CARRIED

7. DIRECTOR OF COMMUNITY SERVICES' REPORT

Moved by P. Gilliland

Seconded by T. Kingston

Motion #14 Be it resolved that the following reports submitted by the Director of Community Services Linda Kennedy be received as information:

- Monthly Report
- Grant Applications Report
- Rinks 1 & 2 Use – Township Groups - Follow Up Report
- Moore Sports Complex Facility Needs Report
- Corunna Minor Soccer Request

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #15 Be it resolved that Council approve the following recommendations related to grant programs:

- That Council support the Canadian Parks and Recreation Summer Work Experience Green Jobs Initiative, Canada Summer Jobs, Judith and Norman Alix Foundation, Jumpstart Inclusive Playground grant applications.
- That Council support the submission of a CN EcoConnexions From the Ground Up Grant with in-kind support from the Township.
- That Council support the installation of a natural playground and StoryWalk program funded through the Healthy Kids Community Challenge Grant Program.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #16 Be it resolved that the Director of Community Services be directed to investigate cost options for necessary upgrades at the Moore Sports Complex compared to potential costs for a new facility or facilities and bring to Council for future consideration.

CARRIED

Moved by P. Gilliland

Seconded by T. Kingston

Motion #17 Be it resolved that the Township undertake the line painting for soccer fields at CAP Park, and Parkdale Park as per the letter submitted by the Corunna Soccer Club dated March 26, 2018.

CARRIED

8. NEW BUSINESS

Moved by S. Arnold

Seconded by T. Kingston

Motion #18 Be it resolved that the flag at the Moore Sports Complex be lowered to half-mast to honour the victims of the tragic accident involving the Humboldt Broncos.

CARRIED

9. ADJOURNMENT

Moved by S. Miller

Seconded by D. Randell

Motion #19 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 4:05 p.m.

Chairperson - Jeff Agar

Clerk - Jeff Baranek

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

St. Clair Township Civic Centre
Committee Room #1
April 9, 2018
4:00 p.m.

1. DECLARATION OF PECUNIARY INTEREST:

2. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

- Monthly Report
- Cost Analysis of Plank Road
- Letter from Jim Vandenberghe – Brigden
- Additional Streetlights – St. Clair Parkway – South Port Lambton
- Speed limit change – Hill Street
- Traffic Controller – Hill and Lyndoch

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

- Monthly Report

4. COORDINATOR OF ENGINEERING'S REPORTS:

- Monthly Report
- Paddock Green Alternative Trucking Route – Rokeby Line
- LaSalle Line – Stainless Steel Watermain Option
- Eastern Power – Road Security Deposit

5. DRAINAGE SUPERINTENDENT'S REPORT:

- Monthly Report

6. NEW BUSINESS:

7. ADJOURNMENT:

1. DECLARATION OF PECUNIARY INTEREST

None declared.

2. COORDINATOR OF OPERATIONS' (WORKS) REPORTS

Moved by S. Arnold

Seconded by J. Agar

Motion #1 Be it resolved that the following reports submitted by the Coordinator of Operations (Works) Dave Neely be received as information:

- Monthly Report
- Cost Analysis of Plank Road
- Letter from Jim Vandenberghe – Brigden
- Additional Streetlights – St. Clair Parkway – South Port Lambton
- Speed limit change – Hill Street
- Traffic Controller – Hill and Lyndoch

CARRIED

Moved by S. Arnold
Motion #2 Be it resolved that the letter and petition submitted by Jim Vandenberghe related to traffic and speed concerns on Brigden Road and Courtright Line within Brigden be forwarded to the County of Lambton for their consideration.
Seconded by T. Kingston
CARRIED

Moved by S. Arnold
Motion #3 Be it resolved that consideration for additional streetlights in selected areas along St. Clair Parkway be deferred to 2019 budget deliberations.
Seconded by S. Miller
CARRIED

Moved by D. Randell
Motion #4 Be it resolved that a request be made to the County of Lambton to consider examining the possibility of extending the 50km/h speed limit zone on Hill Street, easterly to prevent damage to the CN Railway crossing.
Seconded by T. Kingston
CARRIED

Moved by T. Kingston
Motion #5 Be it resolved that the replacement of the traffic controller unit and the installation of an audible push button pedestrian signal at the intersection of Hill and Lyndoch Streets by Bluewater Power at a quoted cost of \$31,027.13 to be funded by the Capital Reserve Account established in 2011 for audible buttons be approved.
Seconded by J. Agar
CARRIED

3. COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT

Moved by T. Kingston
Motion #6 Be it resolved that the monthly report submitted by the Coordinator of Water/Wastewater Chris Westbrook dated April 9, 2018 be received as information.
Seconded by S. Miller
CARRIED

4. COORDINATOR OF ENGINEERING REPORTS

Moved by S. Arnold
Motion #7 Be it resolved that the monthly report submitted by the Coordinator of Engineering Paul DaSilva dated April 4, 2018 be received as information.
Seconded by D. Randell
CARRIED

Moved by T. Kingston
Motion #8 Be it resolved that the Paddock Green Alternative Trucking Route – Rokeby Line report submitted by the Coordinator of Engineering Paul DaSilva dated April 4, 2018 be received and that Rokeby Line from St. Clair Parkway to Highway 40 not be utilized as a trucking route for the Paddock Green Subdivision.
Seconded by S. Miller
DEFEATED

Moved by S. Arnold
Motion #9 Be it resolved that the Paddock Green Alternative Trucking Route – Rokeby Line report submitted by the Coordinator of Engineering Paul DaSilva dated April 4, 2018 be received and that staff be directed to produce a report identifying options for a second access to Paddock Green.
Seconded by D. Randell
CARRIED

Moved by J. Agar
Motion #10 Be it resolved that the Lasalle Line – Stainless Steel Watermain Option submitted by Coordinator of Engineering Paul DaSilva dated April 4, 2018 be received as information and that it be recommended to council to accept the use of stainless steel as the watermain material for the subject project.
Seconded by T. Kingston
CARRIED

Moved by T. Kingston

Seconded by D. Randell

Motion #11 Be it resolved that the Eastern Power – Road Security Deposit submitted by Coordinator of Engineering Paul DaSilva dated April 4, 2018 be received as information and that St. Clair Township accepts a \$125,000 road rehabilitation contribution from Eastern Power Limited as compensation for the advanced deterioration of Oil Springs Line.

CARRIED

5. DRAINAGE SUPERINTENDENT’S REPORT

Moved by D. Randell

Seconded by S. Miller

Motion #12 Be it resolved that the monthly report submitted by the Drainage Superintendent Lucas DePooter dated April 4, 2018 be received as information and the following recommendations be approved:

- the replacement of the access culvert at 1725 Plank Road on the Cole Drain by a suitable and qualified contractor, with maintenance costs charged to the drain;
- the replacement of the private tile crossings by Bruce Thompson at Waterworks Road from E1/2 lot 4, Concession 3, by a suitable and qualified contractor, with costs charged as per St. Clair Township policy.

CARRIED

6. NEW BUSINESS

Moved by S. Arnold

Seconded by S. Miller

Motion #13 Be it resolved that staff be directed to approach CSX for a meeting to discuss the future of the local line south of Holt Line.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #14 Be it resolved that authorization be given to staff to forward a letter onto the Honourable Navdeep Bains, Minister of Innovation, Science, and Economic Development to determine the possibility of permitting local residents to connect to American based internet companies.

CARRIED

7. ADJOURNMENT

Moved by S. Miller

Seconded by D. Randell

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

CARRIED

The meeting adjourned at 4:40 p.m.

Chairperson - Deputy Mayor Gilliland

Clerk - Jeff Baranek