

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

St. Clair Civic Centre
Sombra Room
February 9, 2006
2:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, February 9, 2006 with the following people present:

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| S. Miller, | Chairperson, Public Works and Operations |
| S. Warner, | Chairperson, Finance & Administration |
| J. Dedecker, | Mayor |
| S. Arnold, | Deputy Mayor |
| D. Randell, | Councillor |
| P. Alexander, | “ |
| P. Gilliland | “ |
| Staff J. Rodey, | CAO |
| J. DeMars, | Director of Administration/Clerk |
| R. Kerr, | Director of Public Works |
| C. Quenneville, | Director of Finance/Treasurer |

FINANCE & ADMINISTRATION COMMITTEE

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Year ending December, 2005
Month ending January, 2006

3. TREASURER’S REPORT:

A-1 – 2006 Ontario Municipal Partnership Fund (OMPF) Allocation”
A-2 – Survey of surrounding municipal buy-in charges
A-3 – Public Infrastructure Renewal – Pir-net-news
A-4 – Forgivable Loan to the Community Health Centre
A-5 – Collins Barrow – Audit Planning Package

4. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports Year Ending December 2005

5. CLERK’S REPORTS:

6. C.A.O.’S REPORTS:

7. NEW BUSINESS:

8. ADJOURNMENT:

The Chairperson Warner called the meeting to order at 2:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Council proceeded to review the year end and monthly accounts. The Treasurer responded to several questions posed by the committee.

GENERAL ACCOUNTS: Year End December 2005 and Month of January 2006

Moved by P. Alexander

Seconded by S. Miller

Motion #1 That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 21S001 to YOU003, totaling, \$1,219,720.23 be approved for the year ending December 31, 2005.

CARRIED

Moved by J. Dedecker

Seconded by S. Miller

Motion #2 That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number ACA001 to YOU002, totaling \$84,382.93 be approved for the month of January 2006.

CARRIED

TREASURER'S REPORT:

The Committee reviewed with Mr. Quenneville his report identified as Report A-1 on the 2006 Ontario Municipal Partnership Fund (OMPF) Allocation. Mr. Quenneville explained that the Ministry has reported one time funding to bring the level of the OMPF Fund to the level received by St. Clair Township in the last two years. However, it was anticipated based on information from the Ministry that the amount granted to St. Clair Township under the OMPF Fund will reduce relative to the level experienced under the previous Community Reinvestment Funding Scheme.

Moved by S. Miller

Seconded by S. Arnold

Motion #3 That it be recommended to Council that the report entitled 2006 Ontario Municipal Partnership Fund (OMPF) Allocation be received.

CARRIED

The Committee reviewed the Treasurer's reports identified as A-2, A-3 and A-4 as listed on the agenda.

Moved by S. Miller

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the Treasurer's report on the Survey of Surrounding Municipal Buy-in Charges, Public Infrastructure Renewal and Forgivable Loan to the Community Health Centre be received.

CARRIED

The Committee reviewed Mr. Quenneville's report on the Collins Barrow Audit Planning package. In response to the Committee's question, Mr. Quenneville advised that he and his staff are pleased with the audit activity of Collins Barrow, and provided information as to the cost of the St. Clair Township audit now compared with previous costs experienced with the previous auditor.

Moved by S. Miller

Seconded by D. Randell

Motion #5 That it be recommended to Council that the Audit Planning package for the 2005 year end audit from Collins Barrow Chartered Accountants be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

The Committee reviewed the Building Inspector's report for the year ending 2005. The Committee compared the number of building permits and the value of construction for 2004 compared to 2005. The value of building construction in 2005 was approximately \$5,000,000. higher than that in 2004, with the major increase being in the Industrial new construction segment.

Moved by D. Randell

Seconded by S. Miller

Motion #6 That it be recommended to Council that the statistical year end report of the Building Inspector be received.

CARRIED

CLERK'S REPORT:

The Clerk provided the Committee with a verbal report on the request received by Council at its last meeting to place a referendum question on the 2006 municipal ballot. The Clerk reviewed the Municipal Elections Act and advised that a municipality could not place a question on the ballot outside of its sphere of authority. It was pointed out that the CEE Hospital issue and healthcare in general is not a municipal mandated responsibility. The Committee directed the Clerk to advise the Charlotte's Task Force of its inability to grant its request to place a referendum question on the 2006 municipal ballot.

NEW BUSINESS:

Mr. Quenneville advised the Committee that in response to questions at an earlier meeting of Council the 1/3 tax free exemption for Council Honorariums is in place and is established once for the term of Council. The members were advised that budget meeting will proceed on February 13th at 1:00 p.m. as originally scheduled, and that the budget packages are available for circulation.

Moved by S. Miller

Seconded by P. Gilliland

Motion #7 That the meeting due hereby adjourn.

CARRIED

The meeting adjourned at 3:30 p.m.

S. Warner,
Chairperson

J. DeMars
Secretary

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report dated February 2, 2006
- Waste Management Summary
- Courtright Wastewater Treatment Plant Tenders

3. COORDINATOR OF OPERATIONS REPORT:

- Monthly Report dated February 1, 2006

4. COORDINATOR OF ENGINEERING SERVICES:

- Monthly Report dated February 2, 2006
- Pollutech Sanitary Sewage Sampling Program – Froomfield & Wilkesport
- Development Status
- St. Clair Marina Estates – Completion Certificate

5. ENGINEERING ASSISTANT'S REPORT:

- Beckwith Street, Astor Park and Bentinck Street Drainage

6. DRAINAGE SUPERINTENDENT:

- Monthly Report dated February 1, 2006

7. CLERK'S REPORT:

8. CAO'S REPORT:

9. NEW BUSINESS:

10. ADJOURNMENT:

PUBLIC WORKS AND OPERATIONS COMMITTEE

The Chairman Miller called to order the meeting of the Public Works and Operations Committee and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS REPORT:

Moved by S. Warner

Seconded by D. Randell

Motion #8 That it be recommended to Council that the monthly report of the Director of Public Works be received and accepted.

CARRIED

M. Kerr led the Committee in a discussion of his report on the Waste Management Summary. Mr. Kerr advised that information received from other sources, that in comparison to other Southern Ontario municipalities, the Township's waste management protocols are more efficient than the provincial average.

Moved by P. Alexander

Seconded by D. Randell

Motion #9 That it be recommended to Council that the report of the Director of Public Works on the Waste Management Summary be received for information.

CARRIED

The Committee discussed in detail Mr. Kerr's report on the Courtright Wastewater Treatment Plant Tenders. The report demonstrated that the tendered price for the project is approximately \$2,000,000. more than anticipated. In Mr. Kerr's opinion, despite the fact the project is successful for a COMRIF funding application, capital investment in the Courtright Sewage Treatment Plant of over \$6,000,000 in total may not be warranted. Mr. Kerr identified in his report that he and his staff are working on a comprehensive report to be tabled with the Committee in March that will look at other alternatives for sewage treatment in the Courtright/Corunna area which may include a pumped force main from Courtright to Corunna, an upgrade to the Corunna Plant or the possibility of establishing a new plant perhaps on the Rokeby Line to provide service for both the Courtright and Corunna communities.

The Committee shared Mr. Kerr's concern about the possible expenditure on the Courtright Plant and look forward to seeing his report in March.

Moved by P. Alexander

Seconded by S. Warner

Motion #10 That it be recommended to Council that the Director of Public Works report on the Courtright Wastewater Treatment Plant Tenders be received for information.

CARRIED

COORDINATOR OF OPERATIONS REPORT:

The Committee reviewed Mr. Selman's report particularly a portion of Item 5 dealing with the Hay Road. The Clerk advised a letter has been sent to Mr. Jim Hay requesting his response as to his willingness to provide or sell property necessary to widen and improve the right-of-way known as the Hay Road.

Moved by P. Alexander

Seconded by S. Warner

Motion #11 That it be recommended to Council that the monthly report of the Coordinator of Operations be received and accepted.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. Dedecker

Seconded by S. Warner

Motion #12 That it be recommended to Council that the monthly report of the Coordinator of Engineering Services be received and accepted.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #13 That it be recommended to Council that the Coordinator of Engineering Services report on the Sanitary Sewer Sampling Program in Froomfield and Wilkesport be received and accepted.

CARRIED

Moved by S. Warner

Seconded by D. Randell

Motion #14 That it be recommended to Council that the Coordinator of Engineering Services report on the status of five residential developments in St. Clair Township be received and accepted.

CARRIED

Moved by D. Randell

Seconded by J. Dedecker

Motion #15 That it be recommended to Council that St. Clair Township accepts the development work performed at St. Clair Marina Estates Subdivision (Phase 1) in Lot D, Concession 5 in the former Sombra Township as complete and that the two year maintenance period be in force until **October 18, 2006**.

CARRIED

ENGINEERING ASSISTANCE REPORT:

The Committee reviewed Mr. Graham's report as requested by Council on the issue of the Beckwith, Astor Park and Bentinck Street drainage schemes. In his report Mr. Graham detailed the history of the drains servicing the area, and comments on the use of flow restrictors.

Moved by S. Warner

Seconded by P. Alexander

Motion #16 That it be recommended to Council that the report of the Engineering Assistant on the topic of the Beckwith Street, Astor Park and Bentinck Street drainage schemes be received and accepted and further that no change be made to the municipal drain system at this time.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by P. Alexander

Motion #17 That it be recommended to Council that the monthly report of the Drainage Superintendent be received and accepted and further that the request from MIG Engineering Limited in cooperation with Praxair and Sherway Contractors of Windsor, to install a suitably sized temporary access culvert across the Lukey Drain approximately 200 feet west of the CN Railway on the south side of the Rokeby Line into Lot 26, at 100% private expense be accepted and approved.

CARRIED

It was noted in the Drainage Superintendent's report that this culvert proposed to be installed in the Lukey Drain is a temporary facility and will be removed by the beginning of August 2006.

In discussion of the Drainage Superintendent's report the Committee's attention turned to item 5 regarding the Moore Sanitary Sewer Pump subsidy program that expired on December 31st, 2005. Council directed that a letter be sent to all those ratepayers not participating in the program advising that the program established by the municipality expired as of December 31, 2005.

The Committee reviewed the Drainage Superintendents report received today regarding the request received from Mr. Gerry Duncan a ratepayer on the Taylor Drain for the installation of lawn piping across the residential portion of his property in conjunction with the proposal to relocate the Taylor Drain off the road allowance. The Committee felt that according to the information received from Mr. Duncan he is prepared to pay the full cost of this installation, but did, however, question the size recommendation by the Engineer of 36 inch diameter piping. It was felt that if Mr. Duncan is willing to pay for this installation it could be done as a private installation following the construction of the Taylor Drain and that a reference back to the Engineer for amendment to the report may not be warranted.

Moved by S. Arnold

Seconded by P. Alexander

Motion #18 That it be recommended to Council that Mr. Gerry Duncan a ratepayer on the Taylor Drain be allowed to install a suitably sized lawn piping across the residential portion of his farm 100% of the costs to be born by Mr. Duncan.

CARRIED

The Committee requested the Drainage Superintendent contact Mr. Duncan and invite him to contact Mr. Dennis McCready of Todgham and Case to discuss culvert sizing issues.

NEW BUSINESS:

In response to the Committee's question Mr. Kerr advised that the streetlighting in the area south of Port Lambton and Nash Landing have been activated.

Councillor Alexander advised that Mr. Robert Nesbit has received a letter from the Township's Insurance Adjuster that the insurance company has denied his basement flooding damage claim. Mr. Kerr briefed the Committee on the size of the drain on Beresford Street that services the Nesbit property. It was pointed out that Mr. Nesbit should feel free to contact Mr. Kerr or other appropriate staff to discuss Beresford Street municipal drain.

Mayor Dedecker advised Council of a snow plowing complaint he has received regarding snow plowing operations particularly on the St. Clair Parkway when there is a minimal amount of snow. Mayor Dedecker also asked Mr. Kerr to ask his Roads Foreman to contact Mr. George Allaer on another snow plow complaint.

The CAO briefed the Committee on the status of the requested repairs adjacent to the Steve Miller property on the Moore Line. Mr. Rodey advised that on site staff have advised that two other requests for lawn piping were denied and that Council may wish to revisit their decision on this issue. Mr. Kerr advised that his staff is working on a report to overcome the engineering difficulties in placing this lawn piping with an estimated cost as well as information as to other parties who have requested similar installations.

Deputy Mayor Arnold brought forth other drainage issues and asked Mr. Kerr to have his staff investigate these requests. The first issue was relative to the Jack Cunningham property on the Moore Line east of the Burden Creek Drain Bridge that required attention. Another area of drainage concern was located adjacent to property known as 1920 Moore Line owned by Mr. Russ Marsh. The Deputy Mayor pointed out at the February 6th meeting of Council, Council authorized the installation of approximately 400 feet of 4 inch tile in the bottom of the road ditch from the existing catchbasin to the driveway servicing the Marsh property. Also, the Deputy Mayor requested that the Drainage Superintendent or Engineering Assistant be asked to contact Mr. Dick Workman a resident on the St. Clair Parkway North of the No Frills store to discuss his questions and concerns regarding the possible enclosing of the open drain servicing his property.

Moved by J. Dedecker

Seconded by S. Warner

Motion #19 That the meeting due hereby adjourn.

CARRIED

The meeting adjourned at 3:50 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary