

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

St. Clair Civic Centre  
Sombra Room  
May 10, 2006  
1:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, May 10, 2006 with the following people present:

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

**FINANCE AND ADMINISTRATION COMMITTEE**

**AGENDA:**

1:30 p.m. – Corunna Legion – St. Clair Civic Square

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending April, 2006

**3. STATEMENT OF FINANCIAL POSITION:** months ended April 30, 2006

**4. TREASURER’S REPORT:**

A-1 – Ministry of Finance

A-2 – MFOA – Bulletin, May 2, 2006 – 2006 Federal Budget

**5. BUILDING INSPECTOR’S REPORT:**

B-1 – Building Permit Reports for the month Ending April, 2006

**6. DIRECTOR OF COMMUNITY SERVICES REPORT:**

- Monthly Report dated May 9, 2006

**7. CLERK’S REPORTS:**

C-1 – Civil Marriages

**8. C.A.O.’S REPORTS:**

In Camera Report

**9. NEW BUSINESS:**

**10. ADJOURNMENT:**

Chairman Warner called the meeting to order at 1:30 p.m. and asked members to declare any conflict of interest at the appropriate time.

**CONFLICT OF INTEREST:**

None declared.

The Committee welcomed Mr. Robert Chambers representing the Corunna Royal Canadian Legion present to discuss with the Committee Council's opinion as to the progress proposed for the completion of the St. Clair Civic Square in Corunna. Mr. Chambers advised that there is a possibility that the local Legion Branch will host for November 2007 the Royal Canadian Mounted Police Pipe Band, as well as several other official observations proposed to be hosted at the Civic Square. Mr. Chambers also advised that it would be hoped that the Legion Branch would use the Civic Square as the focal point for their annual November 11<sup>th</sup> Remembrance Celebration. Mr. Dave Cram was present at the Committee's invitation and advised that the planting area proposed to be incorporated into the Legion's Memorial Plaque area would cost approximately \$30,000.00 to complete and that the total cost to complete the Civic Square in accordance with the original concept plan would be approximately \$60,000.00. The Committee advised that progress has been made on the Civic Square after the initial construction of the Clock Tower as industrial donation funds were made available. After considerable discussion, it was;

Moved by S. Arnold

Seconded by J. Dedecker

**Motion #1** That it be recommended to Council that the completion of the initial phase of the St. Clair Civic Square in Corunna be completed at an estimated cost of \$60,000. to be financed from the St. Clair Township Education and Environmental Reserve Fund.

**CARRIED**

At the conclusion of the discussion the Committee recommended that Mr. Cram and Mr. Chambers consult to determine the extent of the Corunna Legion's commemorative remembrance plaque to be incorporated into Mr. Cram's design plans.

**GENERAL ACCOUNTS: Month of April 06**

The Committee proceeded to review the General Accounts for the month ending April 30, 2006, and Mr. Quenneville responded to various questions raised.

Moved by S. Arnold

Seconded by S. Miller

**Motion #2** That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to XER003, totaling, \$937,453.95 be approved for the month of April, 2006.

**CARRIED**

**STATEMENT OF FINANCIAL POSITION:**

The Committee reviewed the report prepared by Mr. Quenneville regarding the financial position of the municipality for the period ending April 30, 2006. Mr. Quenneville pointed out to the Committee that the format of the report has been expanded to include revenues and expenditures arising from the operation of the former St. Clair Parkway Commission assets. Mr. Quenneville also point out that there is approximately \$200,000. in prepaid memberships and fees that have not as yet flowed from the Parks Commission to the municipality, but once received they would be demonstrated on future such statements.

Moved by S. Miller

Seconded by S. Arnold

**Motion #3** That it be recommended to Council that the Statement of Financial Position for the Municipality for the period ending April 30, 2006 be received and accepted.

**CARRIED**

**TREASURER'S REPORT:**

Moved by S. Arnold

Seconded by P. Alexander

**Motion #4** That it be recommended to Council that the Treasurer's Reports identified as Report A-1 and A-2 be received and accepted.

**CARRIED**

**BUILDING INSPECTOR'S REPORT:**

Moved by S. Miller

Seconded by P. Alexander

**Motion #5** That it be recommended to Council that the Building Inspector's report for the month ending April 2006 be received and accepted.

**CARRIED**

**CLERK'S REPORT:**

Moved by S. Arnold

Seconded by P. Alexander

**Motion #6** That it be recommended to Council that the application for permission, to the Province, to authorize the Clerk or his designate to perform civil marriages not be made at this time.

**CARRIED**

**C.A.O. 'S REPORT:**

Moved by S. Arnold

Seconded by P. Alexander

**Motion #7** That the meeting enter an in-camera session to discuss personnel issues.

**CARRIED**

Meeting returned to order.

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

The Committee reviewed Mr. Hackett's report dated May 9, 2006 regarding several Community Service activities.

Moved by S. Arnold

Seconded by S. Miller

**Motion #8** That it be recommended to Council that the Director of Community Services be authorized to purchase by way of tender an appropriate new van or pickup truck vehicle to be used by the expanded Community Services Group with the purchase to be financed at the Treasurer's discretion from an appropriate reserve fund with repayment to be made at the end of 2006 from proceeds from the operation and management of former St. Clair Parks Commission assets.

**CARRIED**

The Committee reviewed the report prepared by Mr. Hackett on the issue of the compensation for marshals at the St. Clair Parkway Golf Course relative to compensation provided at other area golf courses.

Moved by P. Alexander

Seconded by S. Arnold

**Motion #9** That it be recommended to Council that the compensation package proposed for the marshals at the St. Clair Parkway Golf Course be accepted as comparable to other area golf courses with no changes proposed.

**CARRIED**

Opposed Councillor Pete Gilliland

The Committee was advised that the May 24<sup>th</sup> Heart and Stroke "Big Bike Ride" being promoted for St. Clair Township Council and Staff.

Moved by S. Miller

Seconded by S. Arnold

**Motion #10** That it be recommended to Council that the report of the Director of Community Services dated May 9, 2006 be received and accepted.

**CARRIED**

The meeting was declared adjourned at 2:45 p.m.

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S. Warner,  
Chairperson

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J. DeMars  
Secretary

**PUBLIC WORKS AND OPERATIONS**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

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

- Monthly Report dated May 4, 2006
- Courtright Wastewater Treatment Plant Tenders

**3. COORDINATOR OF OPERATIONS REPORT:**

- Monthly Report dated May 5, 2006
- Paving Request

**4. COORDINATOR OF ENGINEERING SERVICES:**

- Monthly Report dated May 4, 2006
- Through Traffic Lane (South Bound) Adjacent to the No Frills Store

**5. DRAINAGE SUPERINTENDENT:**

- Monthly Report dated May 4, 2006

**6. CLERK'S REPORT:**

**7. CAO'S REPORT:**

**8. NEW BUSINESS:**

**9. ADJOURNMENT:**

Chairman Miller called the meeting to order at 3:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

**DIRECTOR OF PUBLIC WORKS REPORT:**

Moved by S. Warner

Seconded by P. Alexander

**Motion #11** That it be recommended to Council that the monthly report of the Director of Public Works dated May 5, 2006 be received and accepted.

**CARRIED**

The Committee reviewed in detail Mr. Kerr's report dated May 4, 2006 regarding the Courtright Wastewater Treatment Plant tenders relative to the approved COMRIF funding and the possible need to do a comprehensive study to determine the Wastewater Treatment Needs for Courtright, Mooretown and Corunna. The Committee discussed in detail the time line for the suggested request for proposals for Engineering Services to complete an environmental assessment to provide wastewater treatment services to the Courtright, Mooretown and Corunna areas, as well as, various aspects of the systems as far as volume uses and remaining capacities. After considerable discussion, it was;

Moved by J. Dedecker

Seconded by S. Arnold

**Motion #12** That it be recommended to Council that:

- 1) That the tenders for expansion of the Courtright Wastewater Treatment Plant be rejected due to the excessive cost over budget estimates;
- 2) That a request be made to OMAFRA that the Township be permitted to apply the currently approved COMRIF funding to the approval and design costs for a

- comprehensive solution to provide wastewater treatment service to the Corunna and Courtright service areas; and,
- 3) That an RFP be prepared and issued for engineering services to complete an environmental assessment to provide wastewater treatment services to the Corunna and Courtright service areas.

**CARRIED**

**COORDINATOR OF OPERATIONS REPORT:**

Moved by S. Warner

Seconded by P. Alexander

**Motion #13** That it be recommended to Council that the monthly report of the Coordinator of Operations dated May 5, 2006, be received and accepted.

**CARRIED**

The Committee reviewed the report prepared by Mr. Selman relative to the request from Mr. Chris Hart, a resident of 479 Broadway St. in Port Lambton to pave a portion of the alley servicing as access to his property.

Moved by J. Dedecker

Seconded by S. Arnold

**Motion #14** That it be recommended to Council that Council approve the request of Mr. Hart:

1. That the Applicant (Mr. Hart) enter into an agreement with the Township for the paving of this municipal alley.
2. That all costs associated with the paving of this municipal alley be at the Applicant's expense.
3. That all areas disturbed on municipal property as a result of the paving be restored to their original condition or better.
4. That the pavement on the municipal alley be maintained in a good state of repair.
5. If the Applicant fails at any time to do any work required by this agreement within a reasonable time, the Corporation may do or may cause such work to be done and the Applicant shall on demand pay any reasonable account thereof.

**CARRIED**

**CO-ORDINATOR OF ENGINEERING SERVICES REPORT:**

Moved by P. Alexander

Seconded by S. Arnold

**Motion #15** That it be recommended to Council that the monthly report of the Coordinator of Engineering Services dated May 4, 2006 be received and accepted.

**CARRIED**

The Committee reviewed Mr. Burnham's report regarding a request by Council for staff to investigate the possible construction of a through traffic lane south bound adjacent to the No Frills Store on the St. Clair Parkway.

Moved by J. Dedecker

Seconded by P. Gilliland

**Motion #16** That it be recommended to Council that the project for a Through Traffic Lane (South Bound) adjacent to the No Frills Store be included in the draft 2007 Capital Budget for further consideration.

**CARRIED**

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by P. Alexander

Seconded by S. Warner

**Motion #17** That it be recommended to Council that the monthly report of the Drainage Superintendent dated May 4, 2006, be received and accepted and the recommendations therein be approved.

**CARRIED**

**NEW BUSINESS:**

The Committee reviewed the letter submitted by Councillor Warner from Dave and Kathy Tuplin proposing several questions relative to the proposed sanitary sewer extension and watermain replacement on the St. Clair Parkway south of Highway 80. The Committee instructed that Public Works draft and circulate a response to the Dave and Kathy Tuplin letter be sent to Mr. and Mrs. Tuplin and the other participants on the proposed project with the inclusion of Mr. and Mrs. Tuplin's letter of inquiry.

Deputy Mayor Arnold led the Committee in a discussion of a letter received from Chuck and Kathy Mills regarding servicing of a proposed future lot to be considered for consent by the Committee of Adjustment. The Committee suggested that the issue of servicing as raised by Mr. and Mrs. Mills will not be an issue until the expiry of the one year imposed on a successful application for consent, and that the current property owner and the future property owner should make mutually agreeable arrangements for the servicing costs.

Councillor Gilliland brought to the Committee's attention complaints received regarding a sidewalk on Fane Street that possibly caused a slip and fall injury to an area ratepayer. Mr. Kerr advised that the Public Works Department has investigated the sidewalk in question and the plans are to replace approximately 20 feet of sidewalk that is being up heaved by tree roots.

Councillor Gilliland also led the Committee in a discussion of an issue regarding cyclists and pedestrians that may be in conflict with traffic exiting the No Frills Store by the southerly exit route. Councillor Gilliland suggested possibly appropriate signage could be placed warning motorists of the potential of pedestrian or cyclist traffic on the trail. Mr. Kerr advised that the issue would be investigated by Public Works. Also, in discussion was questions apparently raised through the St. Clair River Trail Committee regarding pavement painting to designate cycle routes.

Deputy Mayor Arnold raised several questions relative to the Township's dog tag protocol and as well comments received from Mr. Robert Nesbit regarding a drainage issue on his property on Beresford Street. After a discussion it was suggested that the Drainage Superintendent be requested to contact Mr. Nesbit to provide advice as to the procedures to enlarge the storm drain that is actually a municipal drain located on Beresford St. that services his property.

Councillor Alexander requested Public Works staff investigated overhanging limbs at property known as 403 Beresford Street in Corunna. Also Public Works staff was requested to investigate and report to Mr. Wayne Manley, a resident of the Petrolia Line, the status of investigations to determine why his residential water pressure was relatively low. Councillor Alexander also requested an explanation as to graveling on the Bickford Line between Kimball and the Brigden Road. Mr. Kerr advised that the area may have appeared soft to vehicular traffic do to the fact that the area was recently graveled.

In response to the Deputy Mayor's question Mr. Kerr advised that Public Works staff have discussed with Mr. Wheeler, a resident on the Courtright Line, the status of required driveway repairs.

Councillor Alexander requested staff to contact the appropriate County staff to investigate a road crossing culvert on County Road #80 in Brigden, **south** of the Brigden Road. Also staff was directed to contact the County of Lambton road staff to advise of any needs in St. Clair Township for the placement of rumble strips at various strategic intersections.

Hearing no further business, it was;

Moved by J. Dedecker

Seconded by S. Warner

**Motion #18** That this meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 4:00 p.m.

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S. Miller,  
Chairperson

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J. DeMars  
Secretary

