

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

St. Clair Civic Centre  
Sombra Room  
April 11, 2007  
1:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, April 11, 2007 with the following people present:

	S. Miller,	Chairperson, Public Works and Operations
	P. Carswell-Alexander,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	D. Randell,	Councillor
	P. Brown,	“
	J. Agar,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer
	R. Kerr,	Director of Public Works
	G. Hackett,	Director of Community Services

**FINANCE AND ADMINISTRATION COMMITTEE**

**AGENDA:**

**2:00 P.M. – Ron Ludolph – Rural Lambton Stewardship Network**

**2:30 P.M. – Darrell Randell – Presentation - Friends of the St. Clair River**

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending March 31, 2007

**3. STATEMENT OF FINANCIAL POSITION:** for period ending March 31, 2007

**4. TREASURER’S REPORT:**

A-1 – Federal Gas Tax Program for Transit  
A-2 – MFOA – Bulletin  
A-3 – 2007 Ontario Budget – Fair and Predictable Property Taxes  
A-4 – AMO – LAS’s Electricity Program

**5. BUILDING INSPECTOR’S REPORT:**

B-1 - Building Permit Reports for the month Ending March 2007

**6. CLERK’S REPORT:**

**7. C.A.O.’S REPORT:**

**8. FIRE CHIEF’S REPORT:**

E-1 – Purchase of Hydraulic Tools

**9. NEW BUSINESS:**

**10. ADJOURNMENT:**

Chairperson Carswell-Alexander 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.

On behalf of the Committee Chairperson Carswell-Alexander welcomed Mr. Ron Ludolph, Doug McGee, Chairperson and Lauren Selby of the Rural Lambton Stewardship Network present to discuss with the Committee three specific initiatives that the Stewardship Network hope to achieve in St. Clair Township with municipal support. The three projects were namely; the development of wetlands at Branton Cundick Park, development at the Port Lambton Lagoon and the Stewardship Reserve Program.

Mr. Ludolph pointed out that Council had previously given approval in principle of the development of a wetland area near the south limits of Branton Cundick Park. Mr. Ludolph explained the Stewardship's plan for development at the Port Lambton Lagoon for the development of two wetland areas west of Marshy Creek and plantations including shrubs and trees on the municipally owned property on the east side of Marshy Creek. The Stewardship Reserve Program with municipal support would provide for a riparian buffer along water courses and municipal drains out letting into the St. Clair River. Mr. Ludolph is suggesting in this program that a ten metre strip be provided on private lands with the landowner being compensated for taking this land out of production from a Stewardship reserve fund financed by various partners including possible local industries. It was pointed out that this program would involve administrative costs for the municipality and the providing of the annual compensation to the farmers for loss of land.

It was pointed out in the discussion of the Port Lambton Lagoon project that the development may be contrary to the municipality's certificate of approval to operate the facility and the tree plantings suggested may decrease the effectiveness of the lagoon operation. After considerable discussion, it was;

Moved by S. Arnold

Seconded by D. Randell

**Motion #1** That it be recommended to Council that the municipality support the concept of a Stewardship reserve program relative to watercourses and municipal drains in principle, that would create a riparian buffer zone and further that staff be authorized to work with the Rural Lambton Stewardship Network to develop a possible potential pilot project site.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #2** That it be recommended to Council that the Township agree in principle with the request to develop a portion of the property at the Port Lambton Lagoon relative to the Rural Lambton Stewardship Network proposal and that the request be referred to staff for a report on the implications and feasibility of such a development.

**CARRIED**

At the conclusion of the presentation and after response of various Committee questions, Chairperson Carswell-Alexander thanked Mr. Ludolph and his group for their informative presentation.

Councillor Darrell Randell presented to the Committee the presentation as to the activities of the BPAC Committee and the areas of concern identified in the 1980's by the international joint commission. Councillor Randell pointed out that improvements have been made in the water quality of the St. Clair River since the 1990's, but testing protocols have been changed or are absent to show the significance of the improvements such as sanitary sewer projects and efforts made by local industry in release of effluents to the St. Clair River.

**GENERAL ACCOUNTS: Month of March 2007**

Council proceeded to review the General Accounts for the period ending March 31, 2007.

The Treasurer responded to several questions raised by the Committee relative to the accounts.

Moved by S. Arnold

Seconded by P. Brown

**Motion #3** That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to YOU003, totaling, \$5,360,859.38 be approved for the month of March, 2007.

**CARRIED**

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending March 31, 2007. In review of this Statement the Treasurer pointed out to the Committee that Health Club and Pool revenues at the Complex are lower than the same period in 2006.

Moved by S. Arnold

Seconded by P. Brown

**Motion #4** That it be recommended to Council that the Treasurer's Report on the Statement of Financial Position for the Municipality for the period ending March 2007 be received and accepted.

**CARRIED**

**TREASURER'S REPORT:**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #5** That it be recommended to Council that the Treasurer's Reports identified as A-1, regarding Federal Gas Tax Program for transit as listed on the agenda be received and accepted.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #6** That it be recommended to Council that Treasurer's reports identified as A-2, A-3 and A-4 as listed on the agenda be received for information.

**CARRIED**

Mayor Arnold led the Committee in a discussion on information he has received regarding comparison as to the retention of the municipal portion of the tax levy for St. Clair Township compared to other municipalities. The Committee requested the Treasurer to investigate and prepare a report for Committee or Council consideration on the issue.

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

Mr. Hackett led the Committee in a discussion of an earlier request to consider dredging of the boat launch facility at Willow Park. Mr. Hackett advised that the dock in the area is approximately thirty-three feet long and the water depth at the end of the dock is approximately 2.5 feet with 6 inches of silt. He was of the opinion that due to the water levels in that area dredging of the six inches of silt material would not appreciably improve the operation of the facility.

Mr. Hackett did brief the Committee on the receipt of a petition received from several local ratepayers for Township consideration of establishing a new boat launch facilities at or adjacent to the Mooretown stone dock. It was pointed out that the water depth in this area relative to channel bank is considerably deeper and would afford launch capabilities for much larger boats. It was also pointed out that the petitioners have offered to provide assistance in the potential development of a new launch facility.

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #7** That it be recommended to Council that the Director of Community Services be instructed to investigate with the interested petitioners the feasibility cost and interest in developing a new boat launch facility on municipal property adjacent to the Mooretown stone dock.

**CARRIED**

Mr. Hackett presented to the Committee a summary on the tenders recently received for the grass cutting on the parks formerly operated by the St. Clair Parks Commission. Mr. Hackett advised that the contractor for the 2006 season has declined interest in the project for 2007. It was also pointed out that the tender has been broken down into two components; one being northerly parks and the other being southerly parks, and the fact that the project may be granted to two separate contractors based on that distinction.

The tenders range from a low of \$24,530.00 to a high of \$61,200.00

Moved by P. Gilliland

Seconded by D. Randell

**Motion #8** That it be recommended to Council that the Director of Community Services be authorized to check references and to investigate grass cutting contractors with a recommendation to Council as to the successful bidder.

**CARRIED**

Council discussed with Mr. Hackett the May 25<sup>th</sup> celebration at the Courtright Community Hall to commemorate the 40<sup>th</sup> Anniversary of the Hall. It was also anticipated that an official grand re-opening would be conducted for the new kitchen and washroom areas.

Moved by S. Arnold

Seconded by D. Randell

**Motion #9** That it be recommended to Council that two complimentary tickets to the May 25, 2007 Courtright Community Hall 40<sup>th</sup> Anniversary celebration dinner be made available to MPP Caroline DiCocco and guest.

**CARRIED**

**DIRECTOR OF EMERGENCY SERVICES REPORT:**

Moved by S. Arnold

Seconded by P. Brown

**Motion #10** That it be recommended to Council that the quote be accepted from M. & L Supply in the amount of \$17,062.75 for the purchase of Hydraulic Tools to be financed out of the Fire Services budget with no contribution anticipated from the Port Lambton Firefighters Association.

**CARRIED**

**NEW BUSINESS:**

**Steve Arnold**

Mayor Arnold led the Committee in a discussion on the reconsideration of the provision for insurance coverage for volunteer firefighters and Members of Council on a 24/7 basis offered by VFIS Insurance. It was pointed out that similar coverage is offered by the Frank Cowan Company as part of the Township's comprehensive insurance coverage, but that this coverage would be, although at a higher cost is more comprehensive.

Moved by S. Arnold

Seconded by J. Agar

**Motion #11** That it be recommended to Council that the municipality subscribe to the insurance proposal offered by VFIS Insurance to provide 24/7 coverage for volunteer firefighters and Members of Council effective July 1, 2007 and further that the general insurance policy held by Cowan Public Entities be amended accordingly.

**CARRIED**

Moved by S. Arnold

Seconded by J. Agar

**Motion #12** That it be recommended to Council that the municipality purchase an airway training device to be stationed at the Courtright Station and made available to the other five Fire Stations and further that this equipment only be loaned for non-township training purposes with the authority of the Fire Chief, and further that this equipment purchase be financed from the Moore Environmental and Education Fund.

**CARRIED**

Moved by S. Arnold

Seconded by P. Brown

**Motion #13** That it be recommended to Council that as a matter of policy all firefighting aids loaned to fire services and groups outside of St. Clair Township be done so only with the authority of the Fire Chief.

**CARRIED**

**Pete Gilliland**

Deputy Mayor Gilliland advised that the family of the late Gerry Little were charged the full hall rental at the Courtright Community Hall for the post funeral reception. Deputy Mayor Gilliland thought that this was inappropriate due to Mr. Little's past long an dedicated service to the municipality.

Moved by P. Gilliland

Seconded by S. Arnold

**Motion #14** That it be recommended to Council that the Mayor forward a letter of thanks to the family of the late Gerry Little for all the dedicated municipal service provided by Mr. Little in his long history of community service and further that the family be reimbursed by the Township the \$225.00 hall rental fee.

**CARRIED**

**Darrell Randell**

Councillor Randell advised the Committee of receiving the newly released Community Strategic Plan for the Town of Lakeshore. The Committee discussed the possibility of proceeding forward with a St. Clair Township Community Strategic Plan and the possible need for outside assistance in support of existing staff resources.

Moved by S. Arnold

Seconded by D. Randell

**Motion #15** That it be recommended to Council that staff investigate the possibility of securing a facilitator to assist staff and Council in the development of a Community Strategic Plan.

**CARRIED**

**Pat Brown**

In response to Councillor Brown's question, the Committee advised that the Township Fire Services do update the Township's Emergency Plan relative to new industries coming on stream. Also, Councillor Brown questioned if the Township Treasury Department was in a position to provide information on the overall tax rate for St. Clair Township residents now that the other rates have been set. Mr. Quenneville advised that the municipal rate has been set and the education rate is anticipated to be that as the level in 2006, but the County has yet to advise officially of the 2007 County rate.

The Clerk reminded the Committee of the Wednesday, April 25, 2007 meeting at the Courtright Community Hall to discuss with the community the community needs for the development of a Community Health Centre. The Clerk discussed with the Committee various advertising vehicles, and the Committee suggested that a general mailing to all Township households would be the appropriate advertising vehicle with newspaper advertisements not being placed. It was also suggested that notification of the meeting be posted in local post offices, libraries and public buildings. The committee discussed the importance of strong attendance at this meeting, the purpose of which is to determine community needs for such a Community Health Centre.

Hearing no further new business the meeting was declared adjourned at 4:30 p.m.

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P. Carswell-Alexander  
Chairperson

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J. DeMars  
Secretary

**PUBLIC WORKS AND OPERATIONS COMMITTEE**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

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

- Monthly Report dated April 4, 2007

**3. COORDINATOR OF OPERATIONS WATER/WASTEWATER REPORT:**

- Monthly Report dated April 4, 2007

**4. COORDINATOR OF OPERATIONS ROADS REPORT:**

- Monthly Report dated April 4, 2007

**5. COORDINATOR OF ENGINEERING SERVICES:**

- Monthly Report dated April 4, 2007
- Brigden Road Watermain Loop – Tulloch Line to Lambton Line
- Proposed Pedestrian Crosswalk – Hill Street at Murray Street

**6. DRAINAGE SUPERINTENDENT:**

- Monthly Report dated April 4, 2007

**7. CLERK'S REPORT:**

**8. CAO'S REPORT:**

**9. NEW BUSINESS:**

**10. ADJOURNMENT:**

Chairman Miller called to order the meeting of the Public Works and Operations Committee at 4:30 p.m. and asked members to declare any possible conflict of interest at the appropriate time.

**CONFLICT OF INTEREST:**

None declared

**DIRECTOR OF PUBLIC WORKS REPORT:**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #16** That this Committee recommend to Council that the monthly report of the Director of Public Works dated April 4, 2007, be received and accepted.

**CARRIED**

**COORDINATOR OF OPERATIONS - WATER/WASTEWATER REPORT:**

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #17** That this Committee recommend to Council that the monthly report of the Coordinator of Operations – Water/Wastewater dated April 4, 2007, be received and accepted.

**CARRIED**

**COORDINATOR OF OPERATIONS - ROADS REPORT:**

Moved by P. Carswell-Alexander

Seconded by P. Brown

**Motion #18** That this Committee recommend to Council that the monthly report of the Coordinator of Operations – Roads dated April 4, 2007, be received and accepted.

**CARRIED**

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

Moved by D. Randell

Seconded by J. Agar

**Motion #19** That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated April 4, 2007 be received and accepted.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #20** That this Committee recommend to Council that the report of the Coordinator of Engineering Services on the revised tender of Robinson Farm Drainage in the amount of \$109,940.00 plus GST, for the construction of the Brigden Road Watermain Loop-Tulloch Line to Lambton Line be accepted and that the Mayor and Clerk be authorized to sign the contract and other related documents.

**CARRIED**

Moved by S. Arnold

Seconded by J. Agar

**Motion #21** That this Committee recommend to Council that the Coordinator of Engineering Services report on the proposed pedestrian crosswalk on Hill Street at Murray Street be received for information.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by S. Arnold

**Motion #22** That this Committee recommend to Council that the project to reconstruct the Brigden Road from Plank Road to LaSalle Line be included in the initial draft of the 2008 capital budget.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by S. Arnold

**Motion #23** That this Committee recommend to Council that the City of Sarnia be contacted to determine if a project to reconstruct the Brigden Road south of Churchill Line is in the City's five year capital budget forecast.

**CARRIED**

The Committee discussed the possible project to improve the Plank Road from Rokeby Line to the Petrolia Line. Mr. Kerr pointed out that preliminary discussions have been held with the County to possibly include this section of road in a road exchange with Lambton County.

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #24** That this Committee recommend to Council that staff approach the County of Lambton to discuss a possible trade of the Lambton Line from St. Clair Parkway to Highway 40 in exchange for a County assumption of the Plank Road from Rokeby Line to Petrolia Line.

**CARRIED**

In general discussion Mayor Arnold requested staff provide him information on any grant applications to assist his lobbying efforts with senior levels of government. In a continuation of the discussion of a possible pedestrian crosswalk on Hill Street at the intersection of Murray Street, Mr. Kerr advised that Mr. Burnham has been requested to provide a report on the cost of a pedestrian activated traffic light at this intersection.

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #25** That this Committee recommend to Council that the monthly report of the Drainage Superintendent and the recommendations contained therein dated April 4, 2007, be accepted and approved.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #26** That this Committee recommend to Council that a grant in an amount up to \$2,000.00 be provided to the Moore Agricultural Society for the construction of a new access culvert as identified in the Drainage Superintendent's report.

**CARRIED**

**CLERK'S REPORT:**

The Clerk advised the Committee of a need to call a Drainage Committee meeting to discuss two Engineer's Reports and two that are anticipated to be received this week. It was suggested that a meeting of the Drainage Committee be held Thursday, May 10<sup>th</sup> at 7:00 p.m.

**NEW BUSINESS:**

**Steve Arnold**

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #27** That this Committee recommend to Council that an improvement on Main Street in Courtright to upgrade the area between Fourth Street and the St. Clair Parkway to include curb, gutter and pavement be included in the initial draft of the 2008 capital budget.

**CARRIED**

The Committee requested staff to grade Ladysmith Road North of the Oil Springs Line and to report on the quality of paving on the Brigden Road that was completed in 2006.

Moved by S. Arnold

Seconded by P. Brown

**Motion #28** That this Committee recommend to Council that CSX Railway be asked to abandon its line from Corunna to the Stanley Line and that the Township express an interest to CSX for a municipal purchase of this right-of-way.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #29** That this Committee recommend to Council that staff be instructed to investigate and report as to the appropriateness and the additional costs to install flashing lights on the poles both on the east and west side of Lyndoch Street for the existing pedestrian crosswalk at Lyndoch and Paget Street.

**CARRIED**

**Pete Gilliland**

Deputy Mayor Gilliland requested staff to investigate the possible shoulder improvement on Fourth Street adjacent to the Friendship Club facility further to the north.

**Jeff Agar**

Councillor Agar presented to Mr. Kerr the areas in Corunna that were subject to complaints on the condition of the CSX Rail Crossings.

Moved by S. Arnold

Seconded by P. Brown

**Motion #30** That it be recommended to Council that the County of Lambton be requested to include the following projects in its draft 2008 capital budget:

County Road 80 from the Kimball Road to the St. Clair Parkway



Kimball Road from Petrolia Line south, and further that the County be requested to investigate the installation of traffic control lights at the intersection of Highway 40 and County Road 80.

Hearing no further business, it was;

Moved by D. Randell

Seconded by P. Gilliland

**Motion #31** That this meeting of the Public Works and Operations Committee do hereby adjourn.

**CARRIED**

The meeting adjourned at 5:05 p.m.

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S. Miller,  
Chairperson

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J. DeMars  
Secretary