

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

St. Clair Civic Centre
Sombra Room
May 9, 2007
12:30 p.m.

The meeting of the Committee of the Whole was held Wednesday, May 9, 2007 with the following people present:

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

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending April, 2007

3. STATEMENT OF FINANCIAL POSITION: for period ending April 30, 2007

4. TREASURER’S REPORT:

A-1 – Comparison of 2006 tax rates with the Town of Midland rates
A-2 – 2007 Ontario Budget Property Tax Changes

5. BUILDING INSPECTOR’S REPORT:

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

6. CLERK’S REPORTS:

7. C.A.O.’S REPORTS:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order 12:30 p.m. and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of April /07

The Committee proceeded to review the accounts for the month of April 2007. Several questions were asked and responded to.

Moved by S. Arnold

Seconded by S. Miller

Motion #1 That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 4HB001 to XER003, totaling, \$2,212,672.08 be approved for the month of April, 2007.

CARRIED

STATEMENT OF FINANCIAL POSITION:

Moved by P. Brown

Seconded by S. Miller

Motion #2 That this Committee recommend to Council that the Statement of Financial Position for the Municipality for the period ending April 2007 be received and accepted.

CARRIED

TREASURER'S REPORT:

Council reviewed the Treasurer's Report drafted at the request of the Committee as a comparison for the tax rates for the Township of St. Clair and the Town of Midland and as well the report on property tax changes as a result of the 2007 Ontario Budget.

Moved by S. Arnold

Seconded by D. Randell

Motion #3

That this Committee recommend to Council that the report of the Deputy Treasurer identified as A-1 entitled "Comparison of 2006 tax rates with the Town of Midland rates", be received.

CARRIED

Moved by S. Miller

Seconded by J. Agar

Motion #4 That this Committee recommend to Council that the report of the Deputy Treasurer identified as A-2 entitled "2007 Ontario Budget Property Tax Changes", be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

The Committee reviewed the Building Statistics Report showing year to date building activity and the comparison to the month of April 2006.

Moved by S. Arnold

Seconded by S. Miller

Motion #5 That this Committee recommend to Council that the Lambton County Building Inspector's Report for the month ending April, 2007, be received and accepted.

CARRIED

CLERK'S REPORT:

The Clerk advised the Committee of receiving a complaint from a property owner on the Kimball Road regarding the use of his neighbour's property for a motor cross track. The complainant is not suggesting that the neighbour is carrying on a commercial activity on the property but rather complaining about the noise level generated by the activity. The Committee suggested that the By-law Enforcement Office attend the site of the subject property and discuss the complaint with the property owner.

CAO'S REPORT:

Mr. Rodey advised Council of the fact that Century Truss located in the Township's Industrial Park have ceased manufacturing production. Township assistance has been offered to the Management of Century Truss wherever it may be appropriate. The CAO also identified the need to discuss a property matter in camera.

Moved by S. Arnold

Seconded by D. Randell

Motion #6 That the meeting enter an in camera session to discuss a property issue.

CARRIED

The meeting was advised of an initial overture for possible consideration of the sale of a portion of Township property. Council took no action at this time.

Moved by S. Arnold

Seconded by D. Randell

Motion #7 That the meeting return to order.

CARRIED

Chairperson Carswell-Alexander requested staff investigation and a report as to possible air conditioning or air circulation improvements to Committee Room #1. The Committee concurred with the Chairperson Carswell-Alexander suggestion and requested the appropriate staff investigation and report.

Councillor Miller brought to the Committee's attention the information provided last week from Mayor Arnold regarding travel expenses, allowances and costs incurred by the Mayor in carrying out his functions.

Moved by S. Miller

Seconded by D. Randell

Motion #8 That Staff be requested to investigate and report some options including tax implications for possible lease or purchase of a vehicle for use by the head of Council in the conduct of the activities of that office.

CARRIED

The Committee discussed briefly suggestions as to ways to assist the West Lambton Community Health Centre in the circulation of the needs survey. The Committee suggested the survey could be circulated with an explanatory covering letter to the area Churches, Libraries and placed on the Township's web site.

Moved by S. Miller

Seconded by D. Randell

Motion #9 That the meeting of the Finance and Administration Committee due hereby adjourn.

CARRIED

Meeting adjourned 1:30 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report dated May 3, 2007
- Lead Water Services
- NOVA-Moore Wastewater Servicing

3. COORDINATOR OF OPERATIONS (ROADS) REPORT:

- Monthly Report dated May 2, 2007
- 2007 Granular Tenders

4. COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

- Monthly Report dated May 2, 2007

5. COORDINATOR OF ENGINEERING SERVICES:

- Monthly Report dated May 3, 2007
- Proposed Pedestrian Activated Traffic Signals – Hill Street east of Murray Street
- Pedestrian Crosswalk – Lyndoch St. at Beckwith St. – Additional Lighting
- Tom and Cooper Streets
- Proposed Sanitary Sewers in Wilkesport and Froomfield
- Capital Work Status

6. DRAINAGE SUPERINTENDENT:

- Monthly Report dated May 3, 2007

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

- Monthly Report dated May 2, 2007

8. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairman Miller called the meeting to order at 1:00 p.m. and asked members to declare any conflicts of interest.

CONFLICTS OF INTEREST

Mayor Arnold declared a conflict of interest prior to the discussion of the Director of Public Works Report regarding the Nova Moore Waste Water Servicing. He left the meeting room during the discussion.

DIRECTOR OF PUBLIC WORKS REPORT:

Mr. Kerr responded to several questions posed by the Committee relative to items identified in his report.

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #10 That this Committee recommend to Council that the monthly report of the Director of Public Works dated May 3, 2007, be received and accepted.

CARRIED

Moved By D. Randell

Seconded by P. Brown

Motion #11 That this Committee recommend to Council that the report of the Director of Public Works entitled Lead Water Services, be received and accepted.

CARRIED

In response to questions Mr. Kerr advised that in his opinion lead water piping will probably not be a concern in the Township in general with the exception of possibly an older section in Courtright. Prior to the discussion on Mr. Kerr's report on the NOVA-Moore Wastewater Servicing proposal, Mayor Arnold declared a conflict of interest as a Nova employee and left the meeting room.

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #12 That this Committee recommend to Council that the report of the Director of Public Works entitled NOVA-Moore Wastewater Servicing, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS REPORT: (Roads Report)

Moved by P. Brown

Seconded by P. Carswell-Alexander

Motion #13 That this Committee recommend to Council that the monthly report of the Coordinator of Operations – Works - Roads dated May 2, 2007, be received and accepted.

CARRIED

Council reviewed in detail the report prepared for the supply of granular material for the Township's needs in 2007. The tender was called in a very comprehensive manner which provided for stockpiling of granular material on the Township's dock or purchase stone from either the Southwest Sales Dock in Sombra and/or from the LaFarge Dock in Courtright. Mr. Kerr provided a clarification on the tender call and the results and an explanation of the efforts of the Public Works Staff to perhaps rethink its practices in the past and perhaps reduce the overall costs of the municipality. It was pointed out that tenders submitted by Southwest Sales for materials loaded and weighted from the facility in Sombra is \$12.31/ton and the corresponding quote from LaFarge from its Courtright Dock was \$12.58/ton.

Moved by S. Arnold

Seconded by J. Agar

Motion #14 That it be recommended to Council that the Township's granular needs be supplied from the Southwest Sales Dock in Sombra at the quoted price of \$12.31/ton for the supply of approximately 30,000 ton of material and that granular material not be stockpiled on either of the two Township docks at this time.

CARRIED

CO-ORDINATOR OF OPERATIONS REPORT: (Water/Wastewater)

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #15 That this Committee recommend to Council that the monthly report of the Coordinator of Operations – Water/Wastewater dated May 2, 2007, be received and accepted.

CARRIED

CO-ORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Carswell-Alexander

Seconded by P. Brown

Motion #16 That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated May 3, 2007 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #17 That this Committee recommend to Council that the report of the Coordinator of Engineering Services dated May 3, 2007, on the proposed Pedestrian Activated Traffic Signals – Hill Street east of Murray Street be received and tabled until 2008 budget deliberations.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #18 That this Committee recommend to Council that the report of the Coordinator of Engineering Services dated May 3, 2007, regarding the Pedestrian Crosswalk – Lyndoch Street at Beckwith Street – Additional Lighting be received and tabled until 2008 budget deliberations.

CARRIED

Moved by P. Brown

Seconded by S. Arnold

Motion #19 That this Committee recommend to Council that the report of the Coordinator of Engineering Services regarding the project for Tom and Cooper Streets be deferred to the 2008 Capital budget deliberations.

CARRIED

Mr. Burnham provided to the Committee a report on proposed sanitary sewers in Wilkesport and Froomfield. In his report, Mr. Burnham is suggesting that detailed engineering drawings for either of these areas can be prepared in house in order to acquire the necessary certificate of approval for the Ministry of the Environment. The Committee discusses its opinion that completion of the Certificate of Approval process and the detailed drawings may strengthen the Township's position in applying for grant funding from senior levels of government.

Moved by S. Arnold

Seconded by D. Randell

Motion #20 That it be recommended to Council that detailed engineering drawings for proposed sanitary sewers in Wilkesport and Froomfield be prepared in house and the necessary applications be made for the corresponding certificates of approval.

CARRIED

DIRECTOR OF COMMUNITY SERVICES:

The Committee discussed with Mr. Hackett several items as listed on his monthly report.

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #21 That this Committee recommend to Council that the monthly report of the Director of Community Services dated May 2, 2007, be received and accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #22 That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated May 3, 2007, be received and accepted and the recommendations contained therein be approved.

CARRIED

Mr. Burnham provided to the Committee a draft list of potential projects for the 2008 budget. Mayor Arnold requested any member of Council to channel through him or the engineering staff suggestions for inclusion for items to be considered in the draft 2008 capital budget.

NEW BUSINESS:

Moved by S. Arnold

Seconded by P. Brown

Motion #23 That it be recommended to Council that a flag pole be donated to the Black Creek Cemetery.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #24 That it be recommended to Council that a 911 property numbering sign be installed for the Ray Vandenburg property at the intersection of the Rokeby Line and the St. Clair Parkway at no cost.

CARRIED

Mayor Arnold brought forward a letter from a concerned citizen regarding property known as 647 St. Clair Parkway. The author of the letter is contending that the sanitary sewer service for the subject property was never connected to the Township system.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #25 That it be recommended to Council that Staff be instructed to investigate and report on the issue raised as to the sanitary sewer connection for the property known as 647 St. Clair Parkway.

CARRIED

In response to the Mayor's question, the Clerk advised that the Erie St. Clair Lins has not responded to the Municipality's invitation to attend a future meeting. The Mayor shared with the Committee his suggestion that the Capital Budget process start with Council and Staff in late summer.

Councillor Brown advised of his intention to bring forward for Council consideration the issue of parking on Lyndoch Street north of Hill Street. It was suggested that the comprehensive parking study prepared several years ago by the County Planning Department be revisited and the appropriate action to be taken.

Councillor Randell led the Committee in a discussion of the presentation made at the last Committee meeting by the Rural Lambton Stewardship Network for proposed modifications to the Port Lambton Lagoon property to include plantings and wetland development. The Committee suggested that the agricultural tenants be advised that this land would not be available beyond for lease beyond the 2007 crop year and with a suggestion that appropriate crops be planted this year to facilitate the development of the Rural Lambton Stewardship Network.

Moved by D. Randell

Seconded by S. Arnold

Motion #26 That it be recommended to Council that the Township approve the Development Plans for the property known as the Port Lambton Lagoon subject to final design approval and further that the agricultural tenants on this property be advised that the property would not be available for such use beyond the 2007 crop year with the direction that the crops for 2007 be such as to facilitate the development by the Rural Lambton Stewardship Network.

CARRIED

Councillor Carswell-Alexander asked staff to investigate the stop sign at the intersection of Moore Line and Telfer Road that seems to be crooked. Also, Councillor Carswell-Alexander advised of concerns received from a resident on the Plank Road between Petrolia Line and the Mandaumin Road. The ratepayer was disappointed that the road in question will not be paved as part of the Township's 2007 budget but requested that additional dust control material be placed at least in front of the three residences on the road. It was suggested that the dust control could be applied on a monthly basis with its effectiveness monitored.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #27 That it be recommended to Council that the Plank Road between Petrolia Line and Mandaumin Road receive additional dust control applications in front of the three residences on the road at a monthly basis with staff to monitor the effectiveness and the costs of such routine applications with a report to Council.

CARRIED

Councillor Agar questioned staff as to the application of the final course of asphalt for Bentnick Street to Riva Ridge to complete the paving for the relatively new development. The Committee requested a staff report on the issue. Also, staff was asked to comment on a possible stop sign at Bentinck & Fane Streets.

Councillor Miller asked Staff to consider the installation of a street light on the Island portion of Leeland Gardens to be incorporated in the 2007 street light installation project to provide additional lighting to assist motorists in negotiating the bridge to the Island portion.

Hearing no new business it was:

Moved by D. Randell

Seconded by P. Brown

Motion #28 That the meeting due hereby adjourn.

CARRIED

The meeting adjourned at 2:45 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary

