

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

St. Clair Civic Centre
Committee Room 1
August 8, 2007
2:00 p.m.

The meeting of the Committee of the Whole was held Wednesday, August 8, 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
	R. Kerr,	Director of Public Works
	G. Lozon,	Deputy Treasurer
Absent	C. Quenneville,	Director of Finance/Treasurer

FINANCE & ADMINISTRATION COMMITTEE

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending July, 2007

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

4. TREASURER’S REPORT:

A-1 – Revised 2008 Capital Budget Time Table
A-2 – AMO – Federal Government Announces Negotiations Process to Conclude
Agreements on the Building Canada Fund
A-3 – AMO – Electricity Newsflash
A-4 – Performance Measures

5. BUILDING INSPECTOR’S REPORT:

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

6. CLERK’S REPORTS:

C-1 – Building Permit Fees

7. C.A.O.’S REPORTS:

D-1 – Strategic Plan

8. DIRECTOR OF COMMUNITY SERVICES:

E-1 – Bell Mobility Tower on Mooretown Campground Property

9. DIRECTOR OF EMERGENCY SERVICES:

F-1 – Monthly Report
F-2 – Pt. Lambton Fire Station Roof

10. NEW BUSINESS:

11. 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.

GENERAL ACCOUNTS: Month of July 2007

The Committee reviewed the General Accounts for the month of July and several questions were responded to by Mr. Lozon.

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 ABR006 to YEL001, totaling, \$1,781,481.15 be approved for the month of July, 2007.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending //, 2007.

Moved by S. Miller

Seconded by D. Randell

Motion #2 That it be recommended to Council that the Treasurer's Report on the Statement of Financial Position of the Municipality as of July, 2007 be accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #3 That it be recommended to Council that the Treasurer's Reports identified as A-1, Revised 2008 Capital Budget Time Table as listed on the agenda be approved.

CARRIED

Moved by S. Miller

Seconded by P. Brown

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

CARRIED

Moved by P. Gilliland

Seconded by S. Arnold

Motion #5 That it be recommended to Council that the report of the Deputy Treasurer identified as A-4 entitled "Minister's List of Performance Measures for 2006" be accepted.

CARRIED

In discussion of the Deputy Treasurer's report on the Performance Measures several suggestions were made for future refinements to the report. The Committee felt the report was very comprehensive and informative.

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by P. Brown

Motion #6 That it be recommended to Council that the Building Inspector's report for the month of July be received.

CARRIED

CLERK'S REPORT:

The Committee reviewed the Clerk's report on several recommendations to increase building permit fees. The Committee was advised by way of the report that the County has increased its fee to the municipality by approximately \$7.00 per hour. The fee now stands at \$47.63. Mayor Arnold advised that the County for its next budget year will attempt to achieve full cost recovery of building services in the participating municipalities. The Clerk pointed out that building permit revenues will not be as high as originally anticipated due to industrial development that probably will not take place until 2008.

Moved by P. Brown

Seconded by S. Arnold

Motion #7 That it be recommended to Council that the building permit fees be increased where appropriate from the current \$75.00 minimum to \$100.00 minimum and the other increase fees as per the Clerk's report be approved.

CARRIED

Moved by S. Arnold

Seconded by P. Brown

Motion #8 That it be recommended to Council that effective September 1, 2007 fees for building permits be increased to the levels as detailed in Schedule 1 of this report and that the Clerk be instructed to draft the corresponding amending by-laws for Council consideration with the fees to be amended by the previous motion.

CARRIED

CAO'S REPORT:

Moved by P. Brown

Seconded by S. Arnold

Motion #9 That it be recommended to Council that the report of the CAO dated August 1, 2007 regarding a Strategic Plan and the recommendations contained therein be accepted and approved.

CARRIED

Mayor Arnold briefed Council on further information he is seeking, that if available, would be shared with Council at its next meeting. In response to the Committee's questions Mr. Rodey advised that his proposed time line would be to have draft material regarding a possible Strategic Plan available to Council by the end of September.

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee reviewed Mr. Hackett's report on the request received from Bell Mobility to locate a transmission tower at the Mooretown Campground. Mr. Hackett in his report is not recommending this location.

Moved by S. Arnold

Seconded by S. Miller

Motion #10 That it be recommended to Council that the request from Bell Mobility to locate a transmission tower on the Mooretown Campground property be denied.

CARRIED

DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #11 That it be recommended to Council that the monthly report of the Fire Chief for the August 8th, 2007 Committee meeting, be received and accepted.

CARRIED

In response to the Committee's questions Deputy Chief Boon advised that he attended with the Property Standards Officer, property referred to as 2577 Tecumseh Road, and that two charges related to smoke detectors were lodged against the property owner.

The Committee reviewed Chief Dewhirst's report on the status of the Port Lambton Fire Station roof project. Mr. Dewhirst provided information to the Committee that the original tendered price for the proposal was approximately \$96,000.00 and that the additional work required due to the need to improve the structural integrity of the Fire Station would increase the price to approximately \$129,777.50. After considerable discussion, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #12 That it be recommended to Council that the roof replacement project for the Port Lambton Fire Station be authorized to proceed with the revised estimated completion cost of \$129,777.50 plus GST.

CARRIED

NEW BUSINESS:

Mayor Arnold presented to the Committee his concept for a refinement to the budget process that would allocate the basic amount of capital funding for each municipal function based on the historical seven year average as to capital spending. Mayor Arnold would also like to see the Township engage a system that would provide for capital budgeting on a two year program.

Moved by S. Miller

Seconded by S. Arnold

Motion #13 That it be recommended to Council that the Mayor's budget proposal allocating each Township function with a basic capital budget allocation be approved for the 2008 budget year.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #14 That the meeting enter a session of the Committee of the Whole to discuss a property and personnel issue.

CARRIED

Mr. Rodey advised the Committee of an interest received from a builder to purchase a piece of municipal property for commercial development. The Committee instructed Mr. Rodey to continue discussions and negotiations with the interested party with several areas of interest to the Township to be highlighted.

The meeting returned to order.

The Committee continued to discuss items of new business.

Councillor Carswell-Alexander asked the Director of Community Services to include in his draft capital budget air conditioning for the Chapel at the Moore Museum and laundry facilities for Cathcart Park and Branton Cundick Parks.

Hearing no further new business, it was;

Moved by D. Randell

Seconded by J. Agar

Motion #15 That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 3:00 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report dated August 1, 2007

3. COORDINATOR OF OPERATIONS REPORT (WORKS):

- Monthly Report dated August 1, 2007

4. COORDINATOR OF OPERATIONS REPORT (WATER/WASTEWATER)

- Monthly Report dated August 1, 2007
- 2845 St. Clair Parkway Bogey's Inn (Curb Issue)
- Ladysmith Road between Courtright Line and Oil Springs Line
- 204 Hill St. Corunna, Markson Construction
- Dean Cox, 1586 First Street Courtright

5. DIRECTOR OF ENGINEERING SERVICES:

- Monthly Report dated August 1, 2007
- St. Clair Parkway Sewers – status report

6. DRAINAGE SUPERINTENDENT:

- Monthly Report dated August 1, 2007

7. CLERK'S REPORT:

- Ken Garside dock

8. CAO'S REPORT:

9. NEW BUSINESS:

10. ADJOURNMENT:

In Chairperson Miller's absence the Committee appointed Councillor Agar to be the Chair of this session of the Public Works Committee.

Chairman Agar called the meeting to order at 3:05 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

Chairman Agar welcomed on behalf of the Committee Susan MacFarlane, Edward Arnold and Jim Higgins of Jacques Whitford an environmental consulting firm to discuss with the Committee a proposal for Engineered Wetlands that could be a possible alternative for the Township's sanitary sewerage disposal requirements in the future. The presentation was made by Mr. Higgins who presented a power point presentation on various Engineered Wetlands and their cost and effectiveness relative to conventional sanitary sewage treatment processes. Mr. Higgins advised that several of these facilities are located in Canada and the United States and Ministry of the Environment approval has been granted. At the conclusion

of the presentation and in response to the Committee's questions Mr. Higgins and his group advised that Township representatives would be more than welcome to attend on site existing operational facilities, and Mr. Higgins advised that such Engineered Wetland Systems could cost approximately one half of the construction of a comparable capacity conventional sanitary sewer treatment facility. Mr. Higgins advised that Jacques Whitford would also be pleased to provide more detailed information to the municipality if requested to do so. The Committee thanked the representatives of Jacques Whitford for their attendance, and advised that their proposal would be discussed in further detail.

The Committee welcomed Mr. Ken Garside, a resident of 51 Charlton Street, Courtright present to present to Council a request for the construction of a dock on Township property on the West side of the St. Clair Parkway. Mr. Garside presented his understanding that he received at the time of the purchase of his property approximately five years ago, that he had certain prescribed river rights which has turned out not to be the case. Mr. Garside also pointed out that there are approximately five other docks constructed on Township property between the Lafarge Dock south to the Courtright Park.

The Committee advised Mr. Garside that his request would be considered later in the meeting and he would be advised of the Committee's decision.

Council then welcomed Mr. Richard Moran, owner of property identified as 1486 St. Clair Parkway objecting to permission for Mr. Garside to construct a dock. Mr. Moran stated that in his opinion Mr. Garside's address is 51 Charlton Street, and should not have same water access as property with a St. Clair Parkway address. Also, Mr. Garside has initiated his project with the construction of a deck on municipal property without Township permission or permission from any other approval agency. Also, the type of construction used by Mr. Garside to this point is with use of pressure treated lumber which could have an environmental impact and Mr. Moran stated that the Township, if they allow Mr. Garside to construct a dock, could attract a certain damage or injury liability.

In response to the Committee's questions Mr. Moran advised that he did have a dock that was constructed on property owned by the Township that he further stated he was of the opinion that he had certain limited rights of usage for the water front. At the conclusion of the discussion the Committee thanked Mr. Moran for his attendance and information provided.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #16 That it be recommended to Council that permission be granted to the owners of property known 51 Charlton Street to establish a dock on the West side of the St. Clair Parkway on property owned by the municipality subject to an encroachment agreement addressing liability and ownership issues provided that the dock is constructed entirely on property owned by the Township to the West of the Garside property on the St. Clair Parkway, and the dock be of similar or lesser length of adjacent docks.

CARRIED

DIRECTOR OF PUBLIC WORKS REPORT:

Moved by P. Carswell-Alexander

Seconded by P. Brown

Motion #17 That it be recommended to Council that the monthly report of the Director of Public Works dated August 1, 2007, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #18 That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated August 1, 2007, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by P. Brown

Seconded by P. Carswell-Alexander

Motion #19 That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated August 8, 2007, be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #20 That it be recommended to Council that the draft rental agreement for the Township Gravel Dock south of Sombra be accepted and approved.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #21 That this Committee recommend to Council that the report of the Coordinator of Operations Water/Wastewater entitled 2845 St. Clair Parkway Bogey's Inn (Curb Issue), dated July 31, 2007 and the recommendations contained therein be accepted and approved.

CARRIED

The Committee reviewed Mr. Van Hyfte's report on the status of the Ladysmith Road between the Courtright Line and Oil Springs Line. Mayor Arnold asked Mr. Kerr if the abutting property owners on Ladysmith Road had been contacted relative to the Public Works Department's recommendation relative to this road allowance. Mr. Kerr did not think the owners had been contacted in this regard.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #22 That it be recommended to Council that gating of the Ladysmith Road from Courtright Line to Oil Springs Line be authorized only on the acceptance of the proposal by the adjacent property owners.

CARRIED

Moved by D. Randell

Seconded by P. Brown

Motion #23 That it be recommended to Council that the report of the Coordinator of Operations Water/Wastewater entitled Ladysmith Road between Courtright Line and Oil Springs Line dated July 31, 2007 and the recommendations contained therein be accepted and approved, as amended.

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #24 That it be recommended to Council that the report of the Coordinator of Operations Water/Wastewater entitled 204 Hill St., Corunna, Markson Construction dated July 31, 2007 and the recommendation contained therein be accepted and approved.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #25 That it be recommended to Council that the report of the Coordinator of Operations Water/Wastewater entitled Dean Cox, 1586 First Street, Courtright dated July 31, 2007 be tabled.

CARRIED

DIRECTOR OF ENGINEERING SERVICES REPORT:

Moved by P. Gilliland

Seconded by P. Brown

Motion #26 That this Committee recommend to Council that the monthly report of the Director of Engineering Services dated August 1, 2007 be received and accepted.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #27 That it be recommended to Council that the report of the Director of Engineering on the St. Clair Parkway Sanitary Sewer, be received for information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #28 That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated August 1, 2007, be received and accepted and the recommendations contained therein be approved.

CARRIED

In discussion of the Drainage Superintendent's report, Mayor Arnold requested that the Drainage Superintendent investigate the road repairs necessitated by the Taylor Drain construction, and further that the building permit file be investigated relative to whether or not a plumbing permit was issued to the Sincerely Gifts renovations.

CLERK'S REPORT:

Moved by P. Carswell

Seconded by D. Randell

Motion #29 That it be recommended to Council that Clerk's report dated August 1, 2007 on the Ken Garside deck/dock, be received for information.

CARRIED

The Clerk also made a verbal report regarding the current fee for marriage licenses, with the recommendation that the fee be raised slightly to be comparable with other licensing municipalities.

Moved by S. Arnold

Seconded by P. Brown

Motion #30 That it be recommended to Council that effective September 1, 2007 the issuing fee for a marriage license be increased to \$120.00.

CARRIED

NEW BUSINESS:

Mayor Arnold advised Council of an attempt made through the CAO's office to meet with the CSX officials regarding the possibility of closing down the portion of the CSX Railway through the entire St. Clair Township, or at least the northerly portion.

Councillor Agar requested staff to investigate possible use of the recreational trailer at 544 Albert Blvd. in Corunna, and advised that he would forward to the Clerk a copy of the Property Standards complaint on the property known as the former Colborne Street School.

Also, in response to Councillor Agar's question, Deputy Mayor Gilliland advised that the Froomfield Cemetery is a cooperative effort between the United and Anglican Church.

Council also requested staff to investigate the condition of the historical plaque in Froomfield.

Mayor Arnold led the Committee in a discussion on the traffic issue in Sombra Village relative to ferry traffic backups, particularly on weekends.

Hearing no further business, it was;

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #31 That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 5:45 p.m.

S. Miller,
Chairperson

J. DeMars
Secretary