

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

St. Clair Civic Centre
Committee Room 1
May 12, 2008
6:00 p.m.

The meeting of the Committee of the Whole was held Monday, May 12, 2008 with the following people present:

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

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending April, 2008

3. STATEMENT OF FINANCIAL POSITION: for period ending April 30, 2008

4. TREASURER’S REPORT:

A1- Voice Mail Protocol
A2- 2008 Tax Policy Recommendations
A3- Deductible Billing Budget Report

5. DEPUTY TREASURER’S REPORT:

- 2008 Industrial Properties Tax and Water Comparison Report

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending April 2008

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

C1- Monthly Report dated May 8, 2008

8 CLERK’S REPORTS:.

9. C.A.O.’S REPORTS:

10. NEW BUSINESS:

Fire Services

11. ADJOURNMENT:

Chairperson Randell called the meeting to order and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Prior to the commencement of the meeting, Larry Burnham, Director of Public Works and Operations introduced Mr. Matt Deline as the Township's new Coordinator of Engineering Services. The Mayor, on behalf of the Committee, welcomed Mr. Deline as the Township's newest employee.

GENERAL ACCOUNTS: Month of April 08

The Committee reviewed the list of General Accounts and Mr. Quenneville responded to several questions.

Moved by P. Gilliland

Seconded by P. Brown

Motion #1 That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 129001 to YOU005, totaling, \$1,797,892.81 be approved for the month of April, 2008.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending April 2008.

Moved by S. Arnold

Seconded by S. Miller

Motion #2 That it be recommended to Council that the Treasurer's Report on the Statement of Financial Position of the Municipality as of April, 2008 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #3 That it be recommended to Council that the Township authorize the Treasurer to purchase the voice mail system from SDB Telecom for \$2600 plus taxes and approve the attached Voice Mail Protocol.

CARRIED

Moved by S. Miller

Seconded by P. Brown

Motion #4 That this Committee recommend to Council that the report on the 2008 Tax Policy Recommendations dated April 28, 2008 be received and accepted as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #5 That this Committee recommend to Council that the article from Frank Cowan Company be received and accepted as information.

CARRIED

DEPUTY TREASURER'S REPORT:

The Committee reviewed the report prepared by the Deputy Treasurer on the subject of 2008 industrial property tax and water comparison report.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #6 That it be recommended to Council that the Deputy Treasurer's report on industrial property tax and water comparison report be received for information.

CARRIED

Relative to the Treasurer's report on the 2008 tax policy recommendation, Mayor Arnold requested an invitation to any future Treasurer's meeting at which time, tax policies are being discussed with the County Treasurer.

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #7 That it be recommended to Council that the Building Inspector's report for the month of April 2008 be received.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee reviewed Mr. Hackett's report dated May 8, 2008.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #8 That is be recommended to Council that the quote for the 2006 model Olympia Ice Resurfacer in the amount of \$55,000.00 be accepted.

CARRIED

Mr. Hackett pointed out to Council that his original capital budget amount for this equipment was \$65,000.00 and the purchase of the 2006 demonstrator represented a \$10,000 budget savings.

Moved by P. Carswell-Alexander

Seconded by P. Brown

Motion #9 That is be recommended to Council that the tender of Camlaar Construction in the amount of \$16,700.00 for the labor and material required to apply steel siding and insulation in the Port Lambton Community Hall be accepted.

CARRIED

Again, Mr. Hackett pointed out the 2008 capital budget estimate amount was \$40,000.

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #10 That it be recommended to Council that the quote Sev-Con for the asphalt paving of the parking lot for Centennial Park both on the east and west side of the St. Clair Parkway in the amount of \$19,643.00 be accepted.

CARRIED

The Committee reviewed the section of Mr. Hackett's report regarding the Courtright Riverside Park. The issue has been raised by the local OPP detachment that the seating area in the centre of the park is hidden from the road as it is sunken below a small berm. This leads the site to be the host of a youth hangout and several suggestions were made to improve the situation. After considerable discussion, it was;

Moved by S. Arnold

Seconded by S. Miller

Motion #11 That it be recommended to Council that visibility improvements be made at the Courtright Riverside Park by way of tree removal, berm lowering and appropriate landscaping.

CARRIED

The Committee reviewed Mr. Hackett's report dated May 8, 2008 regarding the Courtright Emi Park. After considerable discussion, it was;

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #12 That it be recommended to Council that playground equipment with an estimated cost of approximately \$20,000 be purchased using the Moore Parkland Reserve Fund for installation at the Emi Park in Courtright

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #13 That this Committee recommend to Council that the monthly report of the Director of Community Services dated May 8, 2008, be received and accepted.

CARRIED

Deputy Mayor Gilliland led the Committee in a discussion of comments received from area residents regarding a need to improve the playground equipment at Vroom Park. The Committee pointed out that this area has experienced considerable growth with young families moving into the area. After considerable discussion, it was;

Moved by S. Arnold

Seconded by P. Brown

Motion #14 That it be recommended to Council that playground equipment be purchased at an estimated cost of \$20,000 for installation at Vroom Park in Corunna with financing from the Moore Parkland Reserve.

CARRIED

Deputy Mayor Gilliland also advised of receiving numerous complaints from seasonal campers from Branton-Cundick and Cathcart Park relative to the new protocol charging for grass cutting if done by Township staff.

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #15 That the issue of campground grass cutting protocols be reconsidered.

DEFEATED

Councillor Brown questioned Mr. Hackett as to the status of his efforts towards the possibility of developing a toboggan hill in Corunna. Mayor Arnold pointed out that he did not recall Mr. Hackett receiving a council direction relative to such a possible report.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #16 That it be recommended to Council that staff be instructed to research the establishment of a toboggan hill in Corunna with the staff report to provide an estimate as to possible costs, future maintenance and possible location.

DEFEATED

The Committee reviewed the communications from Dawn-Euphemia Township regarding the possibility of providing fire inspection services to that Municipality.

Moved by S. Arnold

Seconded by S. Miller

Motion #17 That it be recommended to Council that the letter of request from the Township of Dawn-Euphemia regarding the provision of fire inspection services be referred to the Fire Chief for comment and report.

CARRIED

Deputy Mayor Gilliland also advised of a request received from Catherine McKenna for Township sponsorship of the May 22 Lambton Historical Society meeting being hosted in Corunna. Deputy Mayor Gilliland was advised by Mrs. McKenna that approximately 40 people attend this dinner. The Committee suggested that further details be obtained regarding the event from Mrs. McKenna relative to the type of dinner planned and the amount of contribution, by way of sponsorship that was anticipated by the Municipality and the involvement of Councilors in this meeting.

Hearing no further business, it was;

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #18 That this meeting do hereby adjourn.

The meeting adjourned at 5:55 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

7:00pm Lowell Dalgety – Bluewater Ferry

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS & ENGINEERING REPORT:

- Monthly Report dated May 7, 2008
- Meager Lane – request for closure
- Regional WWTP tender

3. COORDINATOR OF OPERATIONS REPORT (WORKS):

- Monthly Report dated May 8, 2008
- Leeland Gardens street lights
- 2008 Herbicide Program
- Port Lambton parking – April 2, 2008 report (tabled)

4. COORDINATOR OF OPERATIONS REPORT (WATER/WASTEWATER)

- Monthly Report dated May 7, 2008
- Truck Tender

5. COORDINATOR OF ENGINEERING SERVICES:

- Monthly Report dated

6. DRAINAGE SUPERINTENDENT:

- Monthly Report dated May 7, 2008

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 7:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

Councillor Carswell declared a conflict of interest and left the meeting room during the discussion of Lyndoch Street parking as a business owner in the area affected by the parking prohibition.

Chairman Agar welcomed Lowell Dalgety operator of the Bluewater Ferry service present to discuss with the Committee remedial measures that could be taken this summer to relieve the problems experienced last summer with heavy vehicular traffic, parking on village streets, waiting entry to the ferry dock entrance. Mr. Dalgety stated that in 2007 with the signage and extra staff, cars were encouraged to marshall on the west side of Water Street with the ferry traffic coming from the south asked to proceed to the end of the line in the south bound lane of the Parkway. Also, in response to the Committee's questions, Mr. Dalgety stated that he has been in contract with the O.P.P. and they are willing to provide some sort of traffic control during the most congested times. The Committee also discussed possible Federal or Provincial funding for traffic flow improvements to solve the problem on a permanent basis

such as the establishment of a marshalling yard. The Committee also discussed possible provision for public washrooms to assist the motorists. At the conclusion of the discussion Mr. Dalgety advised that he would seek a location for the possible placement of portable washrooms with a response back to the Township.

DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #19 That this Committee recommend to Council that the monthly report of the Director of Public Works & Operations & Engineering dated May 7, 2008, be received and accepted.

CARRIED

In discussion of the proposed Wilkesport sanitary sewer system mentioned in Mr. Burnham's report, the Committee was advised that further technical information is required from T. W. Gray relative to the forcemain and the information is expected within the next day or two. The Committee also discussed the school bus loading area for the Colonel Cameron School and as well Councillor Carswell requested a copy of the design for the Boswell Street cul-de-sac.

Moved by D. Randell

Seconded by P. Gilliland

Motion #20 That this Committee recommend to Council that the report of the Director of Operations and Engineering's dated May 7, 2008 regarding the Meager Lane – Alley closure in Brigden be accepted and received for information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #21 That this Committee recommend to Council that the report of the Director of Operations and Engineering's dated May 7, 2008 recommending that the proposal submitted by Tottem Sims Hubicki Associates in the amount of \$2,723,295 (plus GST) for the engineering design and the contract administration of the Regional WWTP be accepted and that the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by P. Brown

Seconded by D. Randell

Motion #22 That this Committee recommend to Council that the report dated May 8, 2008 from the Coordinator of Operations (Works) be accepted and received as information.

CARRIED

In review of Mr. DePooter's monthly report the issue of parking on Lyndoch Street was mentioned. Councillor Carswell declared a conflict of interest as a business owner in the area affected by the parking prohibition left the meeting and did not participate in the discussion. After considerable discussion the Committee did not recommend any amendments to the recently passed parking prohibition by-law to Council that restricted parking between the Tim Horton's entrance and exit and further south in front of the adjacent building.

Councillor Carswell returned to the meeting.

Mr. DePooter provided a verbal report to the Committee and Mr. Wayne Annett, Marty Peters and two other ratepayers present regarding the use of the Burman Road as a haul road for an Enbridge construction project at the compressor site. Mr. DePooter is suggesting that the portion of the Burman Road to be used a haul road would be from the Brigden Road west to the Enbridge facility driveway and that Enbridge has agreed to finance extra maintenance required for the portion of the road used as a haul road such as dust control, grading and granular application. Also, the current soft spots need drainage improvements and Enbridge has agreed to pay the cost of these improvements up to \$10,000.00. The ratepayers present identified the fact that mailboxes are leaning due to the fact the road seems to be migrating to the north due to the heavy traffic and that the drain may need repair as a result of the heavy traffic. The Mayor suggested that the Public Works Staff take photographs of the current condition of the road and the drain to be used as a future bench mark. Also, while present the

ratepayers advised of a request for an imposition of a temporary speed limit reduction on the road to minimize dust and further damage to the road.

Moved by S. Arnold

Seconded by P. Brown

Motion #23 That it be recommended to Council that a by-law be passed to lower the speed limit on the Burman Line from the Brigden Road to the Kimball Road to 50 km per hour during the Burman Line use as a haul road.

CARRIED

The ratepayers present were satisfied with the efforts being made by the Township to address their concerns.

In discussion of item #13 in Mr. DePooter's report the Committee directed that the Township would provide the granular material delivered on site needed for the establishment of a granular base for the alley adjacent to the Courtright United Church in an area measuring 100 feet by 16 feet.

Moved by D. Randell

Seconded by S. Miller

Motion #24 That this Committee recommend to Council that the report dated May 2, 2008 from the Coordinator of Operations (Works) recommending that the street light installation item as approved in the 2008 capital budget be amended to delete installation of one street light on the north end of Seaway Road north of the Leeland Garden Bridge be accepted.

CARRIED

Councillor Randell asked the Director of Public Works, Operations and Engineering to investigate the status of the street light requested to be installed at the intersection of the Lambton Line and Highway 40.

Moved by P. Brown

Seconded by P. Gilliland

Motion #25 That this Committee recommend to Council that the report dated May 2, 2008 from the Coordinator of Operations (Works) recommending that the quotation procedure for the supply and application of herbicide be waived and that DeAngelo Brothers Corporation be retained as the 2008 supplier at the 2007 quoted price be accepted.

CARRIED

The Committee cautioned Mr. Burnham to have his staff advise the Herbicide Applicator to turn the equipment off when crossing a water course as opposed to the practice experienced in 2007.

Moved by S. Miller

Seconded by D. Randell

Motion #26 That this issue of the Port Lambton parking reconfiguration be lifted from the table.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #27 That this Committee recommend to Council that the report dated April 2, 2008 from the Coordinator of Operations (Works) recommending a "20 m no parking zone" by-law be established for the south side of Stoddard Street starting 20 m east of St. Clair Parkway, and continuing to the east for 20 m as well as that parking lane pavement markings be revised at the intersections along the St. Clair Parkway at the following streets in Port Lambton: Broadway, John, Stoddard, Princess, Queen, First and Second Streets be accepted.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #28 That this Committee recommend to Council that the report dated May 7, 2008 from the Coordinator of Operations (Water) be accepted and received as information.

CARRIED

Moved by D. Randell

Seconded by P. Brown

Motion #29 That this Committee recommend to Council that the report dated May, 7, 2008 from the Coordinator of Operations (Water) recommending that the tender from Ron Clark Motors for the supply of an e 2008 ½ ton Ext. Cab pickup truck be accepted in the amount of \$23,815.88 (tax included) be accepted and received with the Mayor and Clerk being authorized to sign all necessary documents.

CARRIED

Moved by P. Carswell

Seconded by D. Randell

Motion #30 That this Committee recommend to Council that the monthly report from the Drainage Superintendent dated May 7, 2008 and the recommendations contained therein be accepted and received for information.

CARRIED

The Committee asked Mr. Burnham to consult with the Drainage Superintendent to determine the status of the culvert repair requested by Mr. Bruce Japp on the Oil Springs Line. Councillor Carswell advised that from her recollection she thinks the headwalls will be incorporated into an engineers report anticipated for the Parr McGill Drain. Staff was requested to provide a status report on when the engineers report is anticipated to be received.

NEW BUSINESS:

Deputy Mayor Gilliland brought to the Committee's attention with the corresponding photos regarding dumping of materials at the intersection of Secretariat and Omaha and Paddock Green. It is evident from the photographs circulated by the Deputy Mayor that people are dumping off debris, grass clippings and other waste material which is effecting drainage and is not particularly attractive.

Moved by S. Arnold

Seconded by S. Miller

Motion #31 That it be recommended to Council that Staff contact the Paddock Green Developer with a request to level the area in question and clean up the debris currently on site and that the area be posted as "No Dumping".

CARRIED

Councillor Carswell reminded the Committee of a request received earlier from Mr. Art Eyre for school bus warning signs on the Kimball Road during the detour necessitated by the closure of Highway 40.

Moved by P. Carswell

Seconded by S. Arnold

Motion #32 That it be recommended to Council that the appropriate Staff be instructed to contact the MTO and the County of Lambton regarding posting school bus warning signs from the Kent Line north to the Plank Road during the Highway 40 reconstruction detour.

CARRIED

Councillor Brown questioned the name on the Port Lambton water tower which reads Sombra Township. Councillor Brown thought this name was inappropriate and deceiving.

Moved by P. Brown

Seconded by P. Carswell

Motion #33 That it be recommended to Council that the LAWS organization be requested at the next opportunity to repaint the Port Lambton Tower to change the name on the tower from Sombra Township to Port Lambton.

CARRIED

Councillor Brown asked Staff to make a slight adjustment on the location of the no parking sign on Albert Street.

Mayor Arnold asked Staff to contact C. N. Rail regarding the condition of the Oil Springs Line rail crossing and also asked Staff to investigate the industrial use being made on property on the north side of Oil Springs Line between the Parkway and Highway 40.

The Committee reviewed Mr. Burnham's report dated May 12, 2008 regarding fire hydrants and street lights. In his report Mr. Burnham identified a situation where the current Township

standards call for the exclusive use of Canada Valve Century hydrants, thus eliminating costs competitiveness for the purchase of this equipment. He has discussed the issue of possible alternatives with the Coordinator of Water and Waste Water and the Fire Chief.

Moved by P. Brown

Seconded by S. Miller

Motion #34 That it be recommended to Council that the Clow Canada Brigadier fire hydrant be permitted in addition to the Canada Valve Century fire hydrant.

CARRIED

Moved by S. Miller

Seconded by P. Brown

Motion #35 That it be recommended to Council that a switch be made to a standard Cobra head street light in the Paddock Green Subdivision immediately and that additionally a short section of St. Clair Boulevard be finished off with a decorative street lights for consistency purposes.

CARRIED

Hearing no further business it was:

Moved by P. Brown

Seconded by S. Miller

Motion #36 That the meeting due hereby adjourn.

CARRIED

The meeting adjourned at 8:25 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary