

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

St. Clair Civic Centre  
Committee Room 1  
August 11, 2008  
5:00 p.m.

The meeting of the Committee of the Whole was held Monday August 11, 2008 with the following people present:

	J. Agar,	Chairperson, Public Works and Operations
	D. Randell,	Chairperson, Finance & Administration
	S. Arnold,	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. Kennedy	
	M. Lafontaine	
	B. VanHyfte	Coordinator of Operations (Water/Waste Water)
Absent	P. Gilliland	Deputy Mayor

**FINANCE AND ADMINISTRATION**

**AGENDA:**

5:00 p.m. - Chamber of Commerce

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending July 31, 2008

**3. STATEMENT OF FINANCIAL POSITION:** for period ending July 31, 2008

**4. DEPUTY TREASURER’S REPORT:**

2008 Tax Rate Comparison  
Minister’s List of Performance Measures for 2007

**5. TREASURER’S REPORT:**

A1 – PSAB Progress & Budget Changes for 2009  
A2 – 2009 Budget Timetable  
A3 – Cowan newsletter

**6. BUILDING INSPECTOR’S REPORT:**

B-1 - Building Permit Reports for the month ending June and July 2008

**7. DIRECTOR OF COMMUNITY SERVICES:**

Monthly reports dated August 7, 2008

**8. CLERK'S REPORTS:**

C1 - Property Standards – Milton Street  
C2 – Water lot at 4314 St. Clair Parkway  
C3 – Beresford Street – dock encroachment  
C4 – Use of Township Property - banner

**9. C.A.O.'S REPORTS:**

**10. NEW BUSINESS:**

Frank Cowan – invitation

**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.

The Committee welcomed several members of the Sarnia-Lambton Chamber of Commerce including Dave McPhail, Chair, General Manager Gary McDonald and Committee Chair Deborah Taylor, Les McDermott and Dave McGarry. Mr. McPhail provided a presentation to the Committee as to the Chambers history and the assistance they have provided for lobbying efforts in the past. In the discussion that followed the presentation, Mr. McGarry advised that an important tool in attracting new industry would be the increase in the electrical power grid distribution. The group also discussed with the Committee the status of the Shell Ministerial Zoning order, Township tourist efforts and the need for directional signing for tourists leaving south out of Sarnia to St. Clair attractions. At the conclusion of the presentation, Mr. McPhail was thanked for his informative presentation.

**GENERAL ACCOUNTS: Month of July 08**

Council proceeded to review the accounts listed on the agenda. The Treasurer responded to several question raised by Members

Moved by P. Brown

Seconded by P. Carswell-Alexander

**Motion #1:** That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 2MS001 to YEL001, totaling, \$1,791,211.16 be approved for the month of July 2008.

**CARRIED**

**STATEMENT OF FINANCIAL POSITION:**

Moved by S. Miller

Seconded by J. Agar

**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 31, 2008 be accepted.

**CARRIED**

**DEPUTY TREASURER'S REPORT:**

The Committee reviewed Mr. Lozon's report on the 2008 tax rate comparison and the Minister's list of performance measures for 2007. The Committee found both reports informative and useful.

Moved by S. Arnold

Seconded by P. Brown

**Motion #3:** That this Committee recommend to Council that the report from the Deputy Treasurer on the 2008 Tax Rate Comparison be accepted and received.

**CARRIED**

**TREASURER'S REPORT:**

Council reviewed Mr. Quenneville's report on the PSAB Progress and Budget Changes for 2009. Mr. Quenneville presented a power point presentation explaining in more detail the PSAB program for 2009 and the required budget changes.

Moved by S. Miller

Seconded by P. Brown

**Motion #4:** That it be recommended to Council that the Treasurer's Reports identified as A-1, on the agenda be received and accepted as information.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by S. Miller

**Motion #5:** That this Committee recommend to Council that the report on the 2009 Budget Timetable be received and accepted as information.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #6:** That this Committee recommend to Council that the Cowan newsletter be received and accepted as information.

**CARRIED**

**BUILDING INSPECTOR'S REPORT:**

Moved by S. Arnold

Seconded by P. Brown

**Motion #7:** That it be recommended to Council that the Building Inspector's report for the months of June and July 2008 be received.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES:**

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #8:** That this Committee recommend to Council that the monthly report submitted by the Director of Community Services dated August 7, 2008 be accepted and received for information

**CARRIED**

Moved by P. Brown

Seconded by J. Agar

**Motion #9:** That the monthly report submitted by the General Manager of the St. Clair Parkway Golf Course be received for information.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #10:** That the monthly report of the Coordinator of Programs for Community Services be accepted for information.

**CARRIED**

While present, Council discussed with Mrs. Kennedy, the subject of the health club and the possibility of increasing the rates and increasing membership. Mrs. Kennedy pointed out that some of the current members may be reluctant to accept a fee rate increase if the rate is not accompanied by facility improvements. Mr. Lafontaine suggested possibly a marketing scheme could be developed where health club memberships could be packaged with golf course memberships.

Councillor Brown had several questions on the status of the emergency services building and suggested a possible future tour for members of Council to view the work in progress.

**CLERK'S REPORT:**

Moved by P. Carswell-Alexander

Seconded by S. Miller

**Motion #11:** That this Committee recommend to Council the report submitted by the Clerk for the request for an initiation of an investigation of a Property Standards violation for a Milton Street property be denied.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by S. Miller

**Motion #12:** That this Committee recommend to Council the report submitted by the Clerk for the request to purchase the water lot opposite property known as 4314 St. Clair Parkway be denied but that the Township would be willing to enter into an agreement to allow a deck or dock on the subject property be accepted and received.

**CARRIED**

In discussion of the Clerk’s report, the Committee questioned possible lobbying efforts with the province to enable the Township to sell some of the properties acquired with the St. Clair Parkway assets which are basically nuisance properties and have no value to the Municipality.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

**Motion #13:** That this Committee recommend to Council the report submitted by the Clerk, dated July 31, 2008 for a dock encroachment be accepted and received and that the two parties involved be advised that Council considers their dispute as a civil matter between the two owners.

**CARRIED**

Moved by S. Arnold

Seconded by P. Brown

**Motion #14:** That this Committee recommend to Council that the report submitted by the Clerk to allow “Breast Cancer Walk” display banner advertising the September 21<sup>st</sup> event on the civic Center grounds and/or building be accepted and received and that staff be directed to draft a policy for such advertisement for Council review.

**CARRIED**

**CAO’S REPORT:**

The CAO advised the Committee of the recent results of the title search for the Ladney Brownfield’s property on the Petrolia Line. The title search revealed that the site was never owned by Dow Chemical, it was originally owned by Goodfellow Construction, however the title search would not demonstrate whether or not Dow Chemical operated the site, only the fact that Dow Chemical did not own the site. Mr. Rodey was asked to question Mr. Uitvlugt as to the source of his information reviewed by Council in an earlier planning report.

**NEW BUSINESS:**

Councillor Miller advised that the Port Lambton Community Hall is currently undergoing exterior renovations.

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #15:** That the meeting of the Finance and Administration Committee due hereby adjourn.

**CARRIED**

The meeting adjourned at 7:30 p.m.

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D. Randell,  
Chairperson

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J. DeMars  
Secretary

**PUBLIC WORKS & OPERATIONS**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

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

**3. COORDINATOR OF OPERATIONS REPORT (WORKS):**

- Monthly Report dated August 6, 2008
- Report dated August 8, 2008 – Contract Employee

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

- Monthly Report dated August 5, 2008

**5. COORDINATOR OF ENGINEERING SERVICES:**

- Monthly Report dated August 11, 2008

**6. DRAINAGE SUPERINTENDENT:**

- Monthly Report dated August 6, 2008

**7. CLERK’S REPORT:**

**9. CAO’S REPORT:**

**10. NEW BUSINESS:**

**11. ADJOURNMENT:**

Chairperson Agar called the meeting to order at 6:30 p.m. and asked members to declare any conflict of interest at the appropriate time.

**DECLARATION OF CONFLICT OF INTEREST:**

None declared.

Moved by S. Arnold

Seconded by D. Randell

**Motion #1:** That this Committee recommend to Council that the report dated August 6, 2008 from the Coordinator of Operations (Works) be accepted and received.

**CARRIED**

**COORDINATOR OF OPERATIONS (WORKS) REPORT:**

While in the discussion of Mr. DePooter’s report, the Committee questioned the status of the “no parking” on the St. Clair Parkway in Port Lambton in the vicinity of the grocery store. Also, the Committee questioned the current condition of the Buckingham Road following its remedial work and wondered if the surface will ever improve. Also Public Works was asked to provide Council or the Committee the information on the cost difference between a tar and chip road surface and one lift of asphalt.

Moved by S. Arnold

Seconded by S. Miller

**Motion #2:** That this Committee recommend to Council that the report dated August 8, 2008 to hire a contract employee be accepted and received.

**CARRIED**

**COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:**

Moved by S. Miller

Seconded by P. Brown

**Motion #3:** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated August 5, 2008, be received and accepted.

**CARRIED**

**COORDINATOR OF ENGINEERING SERVICES REPORT:**

Moved by P. Brown

Seconded by S. Arnold

**Motion #4:** That this Committee recommend to Council that the monthly report of the Director of Engineering Services dated August 11, 2008 be received and accepted.

**CARRIED**

Councillor Brown questioned the type of curbing that was going to be installed in the urban streets that have been reconstructed. The Committee reminded Councillor Brown that a policy had been established to use the roll over type curbs as opposed to the barrier curbs wherever possible and that the continuation of the barrier curbs was only supposed to be done in areas where it was advisable to be consistent with existing curbing.

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by D. Randell

Seconded by S. Miller

**Motion #5:** That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated August 6, 2008, be received and accepted and that the recommendations contained therein be approved.

**CARRIED**

**NEW BUSINESS:**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #6:** That it be recommended to Council that the recommendation to change the spelling of Macdonald Street in Mooretown to be consistent with the 911 addressing system be approved.

**CARRIED**

Moved by S. Miller

Seconded by D. Randell

**Motion #7:** That the request received from John and Kathryn Wilmott, 4290 St. Clair Parkway, Port Lambton requesting installation of "No Parking" signs along the west side of Reedy Lane from Second Street to the dead end at the park land south be granted and further that a no parking prohibition be placed on Reedy Lane north of Second Street.

**CARRIED**

**PAT CARSWELL-ALEXANDER:**

Councillor Carswell asked Public Works staff to investigate trees overhanging the boulevard and sidewalks in Brigden. Councillor Carswell-Alexander also received a request from a member of the Little family regarding the cemetery access road adjacent to the Little farm. Also staff was asked to install appropriate "No Camping" signage at Willow and Guthrie Parks and at the Wilkesport Community Center grounds.

**PAT BROWN:**

Councillor Brown questioned the condition of the property near the intersection of Murray and Fane Street in Corunna relative to the weed cutting by-law. Also Councillor Brown mentioned concern of trees in close proximity to Hydro One lines. Mayor Arnold advised that he has already brought the issue to Hydro One's attention.

**STEVE ARNOLD:**

Mayor Arnold led Council into a discussion of a project to run a new hydro distribution line from Lambton Generating Station to the Suncor Ethanol Facility. Mayor Arnold asked staff to investigate how much the Township is receiving in franchise fees for the use of Township roads for this installation. Mayor Arnold also asked staff to commence work on a waterfront ownership map detailing initially municipally owned waterfront properties. It was suggested that perhaps the St. Clair Regional Conservation Authority could be used as a research resource. Also it was pointed out to staff that the St. Clair Parkway north of the Seagar Park that was subject to shoreline stabilization a few years ago seems to be continuing its movement westward. Mayor Arnold also advised of discussion with the Principals of

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Envirofresh and the Committee was advised by staff that the required site plan application and drawing have not as yet, been filed. Then as such a conditional building permit could not be issued.

Hearing no further comments, it was;

Moved by S. Miller

Seconded by S. Arnold

**Motion #8:** That the meeting of the Public Works and Operations Committee do hereby adjourn.

**CARRIED**

The meeting adjourned at 8:10 p.m.

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J. Agar,  
Chairperson

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J. DeMars  
Secretary