

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

St. Clair Civic Centre  
Committee Room 1  
May 11, 2009  
6:00 p.m.

The meeting of the Committee of the Whole was held Monday May 11, 2009 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

**FINANCE AND ADMINISTRATION**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending April 2009

**3. STATEMENT OF FINANCIAL POSITION:** for period ending April 30, 2009

**4. TREASURER’S REPORT:**

Transition to PSAB Accounting Standard

**5. BUILDING INSPECTOR’S REPORT:**

B-1 - Building Permit Reports for the month ending April 2009

**6. DIRECTOR OF COMMUNITY SERVICES REPORT:**

Monthly report - verbal

**6. CLERK’S REPORTS:**

**7. C.A.O.’S REPORTS:**

**8. NEW BUSINESS:**

**9. ADJOURNMENT:**

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

**CONFLICT OF INTEREST:**

Councillor Carswell-Alexander declared a conflict of interest during a discussion of the sale of the Murray Street School as being related to an adjacent property owner.

**GENERAL ACCOUNTS: Month of April 09**

The Committee reviewed the list of General Accounts

Moved by P. Gilliland

Seconded by S. Miller

**Motion #1:** That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 131002 to YEL001, totaling, \$1,783,150.11 be approved for the month of April 2009.

**CARRIED**

The Treasurer responded to several questions pertaining to the accounts and the Committee asked the Treasurer to provide an explanation as to the \$38,000 payment to the Bank of Montreal.

**STATEMENT OF FINANCIAL POSITION:**

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending April 30, 2009.

Moved by P. Brown

Seconded by P. Carswell-Alexander

**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 30, 2009 be received and accepted.

**CARRIED**

The Committee asked the Treasurer to provide a report to explain the loss of industrial water sales.

**TREASURER'S REPORT:**

The Treasurer detailed to the Committee the accounting changes necessary for the implementation of PSAB accounting protocol. At the conclusion of the presentation it was;

Moved by J. Agar

Seconded by S. Miller

**Motion #3:** That it be recommended to Council that the Treasurer's report dated May 4, 2009 regarding the transition to PSAB Accounting Standard for 2009 be received and accepted.

**CARRIED**

**BUILDING INSPECTOR'S REPORT:**

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #4:** That it be recommended to Council that the Building Inspector's report for the month of April 2009 be received and accepted as information.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

Mr. Hackett provided a verbal report on various items pertaining to his department. The Committee was advised that the Trillium Foundation has denied the grant to improve the kitchen area of the Sombra Community Hall. In response to the Committee's questions, Mr. Hackett advised that due to the lack of grant funding, he will have to re-evaluate the immediate needs of the kitchen area. Mr. Hackett also advised that the tenders for the paving of the parking lot at the Emergency Services Building will close on May 19<sup>th</sup>. Also the tender for the CAP Park splash pad has been awarded and water supply upgrades are required. The Committee was advised that an application has been made for an accessibility grant for accessibility improvements at the Sports Complex. In response to Councillor Carswell-Alexander's request from Mr. O'Brien regarding door improvements at the Brigden hall, Mr. Hackett advised that the improvements requested have not been provided for in this year's

budget but that they could possibly be considered it in the 2010 budget. Councillor Brown also expressed his concerns of possible vandalism at the new Corunna splash pad. Mr. Hackett also briefed the Committee on the recently announced Recreational Infrastructure Canada Funding program that would provide funds for improvements at existing arenas and sports complexes. The Committee asked Mr. Hackett to prepare a grant application based on the information originally proposed for the Building Canada Fund application with inclusion of predicted capital needs at the Sports Complex over the next five years with a report to be considered by Council at its May 19<sup>th</sup> meeting.

Moved by P. Carswell-Alexander

Seconded by J. Agar

**Motion #5:** That the verbal report of the Director of Community Services be received for information.

**CARRIED**

### **CLERK'S REPORT:**

The Clerk advised of receiving a request on behalf of the Moore Agricultural Society for a letter of support from the Municipality to support further provincial grant funding based on the fact that the 2009 grant to the Moore Agricultural Society was not specifically directed to a single project.

Moved by S. Arnold

Seconded by J. Agar

**Motion #6:** That it be recommended to Council that the Clerk be authorized to provide the Moore Agricultural Society with a letter of support to support Provincial grant funding to the Province.

**CARRIED**

### **CAO'S REPORT:**

Mr. Rodey provided a verbal report on the efforts made for the official opening of the Emergency Services building. The assistance of the OPP has been solicited with an attempt to invite the OPP Commissioner and or the Regional Superintendent. The Committee was also briefed on a communication received from Industry Canada regarding an official sod turning ceremony for the regional wastewater treatment plant. The Committee also discussed in general terms the rental rate that is going to be charged to Police Services Board for the portion that the OPP is occupying in the Emergency Services building with the acknowledgement that the additional space has been provided in the building for functions usually carried out at the Petrolia Detachment. The committee asked the CAO for a report on the issue. The Committee also asked Mr. Rodey about the apparent recent sale of the former Murray Street School. Councillor Carswell-Alexander declared a conflict of interest as being related to an adjacent property owner, and left the meeting room. Mr. Rodey advised that based on his knowledge, it seems that the property has been sold and that the new owner has of yet to determine his proposed use of the site. The owner was told that the property is zoned as institutional and any residential or commercial development of the property would require the appropriate planning process.

Councillor Carswell-Alexander returned to the meeting.

Councillor Miller suggested that Council and staff tour the riverfront properties owned by the Township to determine shore protection needs.

Moved by S. Miller

Seconded by S. Arnold

**Motion #7:** That it be recommended to Council that Council and appropriate staff conduct a tour of the Township's water front properties to determine future shoreline protection needs with the involvement of the St. Clair Regional Conservation Authority.

**CARRIED**

Mayor Arnold questioned the status of the invitation to Dow Chemical to attend a future meeting of Council or Committee to discuss its land filling activities in St. Clair Township. The CAO advised that Dow Chemical has been invited to attend a future meeting of Council.

Deputy Mayor Gilliland advised the Committee of a request received from Marcel Beaubien relative to his condominium development in Courtright. The Clerk advised the Committee that the letter of request received from Mr. Beaubien will be on the Council agenda for its May 19<sup>th</sup> meeting. The Deputy Mayor also asked for an update on the status of the clean up of the deposit of demolition material on the Courtright Line.

Hearing no further business, it was;

Moved by P. Carswell-Alexander

Seconded by S. Miller

**Motion #8:** That the meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 6:55 p.m.

---

D. Randell,  
Chairperson

---

J. DeMars  
Secretary

## **PUBLIC WORKS & OPERATIONS**

### **AGENDA:**

7:00pm Brenda O'Mara – Boswell Street Corunna

#### **1. DECLARATION OF PECUNIARY INTEREST:**

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

- Regional WWTP – status
- Fawn Island parking request

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

- Monthly Report dated April 30, 2009
- Solar stop lights
- 2009 motor grader – Trade Show

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

- Monthly Report dated May 6, 2009

#### **5. COORDINATOR OF ENGINEERING REPORT:**

- Monthly report dated May 6, 2009

#### **6. DRAINAGE SUPERINTENDENT REPORT:**

- Monthly Report dated May 6, 2009
- Courtright Drain #1

#### **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:**

None declared.

On behalf of the Committee, Chairman Agar welcomed Brenda O'Mara resident of 2462 Boswell Street present to present to the Committee, her concerns as to issues related to the 2008 project to reconstruct Boswell Street. Ms. O'Mara's concern revolved around tree trimming issues and the slopping of her lawn to the sidewalk. Mr. Burnham responded that the tree trimming issue has been corrected by the contractor and also presented to the Committee, photos taken of Ms. O'Mara's front yard after the regrading and sodding was accomplished last week. Ms. O'Mara had originally requested a retaining wall be constructed on her property adjacent to the sidewalk. After discussion with the Committee, Ms. O'Mara did state that the condition was greatly improved by the efforts made last week by the contractor. However, she did raise issues regarding her driveway and exposed tree roots. At the conclusion of the discussion, staff was asked to investigate Ms. O'Mara's concerns and report to Council. Mr. Burnham advised that his staff would instruct the contractor to apply additional granular material as required on Ms. O'Mara's driveway and as well, sod the area of concern. Ms. O'Mara seemed satisfied with that proposed solution to her problem.

**DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:**

Moved by D. Randell

Seconded by P. Carswell-Alexander

**Motion #1:** That this Committee recommend to Council that the report of the Director of Public Works & Operations & Engineering dated May 6, 2009, regarding the Regional WWTP status be received and accepted as information.

**CARRIED**

Moved by D. Randell

Seconded by P. Brown

**Motion #2:** That this Committee recommend to Council that the report of the Director of Public Works & Operations & Engineering dated May 6, 2009, recommending that the request from the Fawn Island Owner's Association regarding the additional parking lot proposal to be denied be received and accepted.

**CARRIED**

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

Moved by P. Brown

Seconded by P. Carswell-Alexander

**Motion #3:** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated April 30, 2009, be received and accepted.

**CARRIED**

In discussion of Mr. DePooter's report the Committee requested that the "Welcome to St. Clair Township" signs at the north and south limits of the Township be improved with the inclusion of the Township crest. The Committee also discussed the proposed county widening of Hill Street and requested that a copy of the proposed design be provided for Council consideration at its May 19<sup>th</sup> meeting.

Moved by S. Arnold

Seconded by J. Agar

**Motion #4:** That it be recommended to Council that the CNR Railway be asked to install appropriate crossing protection at the rail crossing on the Oil Springs Line.

**CARRIED**

The Committee questioned Mr. Burnham as to the status of the street light at the intersection of Highway 40 and the Lambton Line. Mr. Burnham advised that MTO has finally approved the proposed design and tenders will be prepared for circulation to the appropriate contractors. The Committee suggested that perhaps a more cost effective method of lighting the intersection would be to locate a street light on the existing pole at the north east corner of the intersection. Councillor Brown also pointed out to Mr. Burnham the possibility that several street lights are out in Corunna on Lyndoch Street south of the drugstore.

Moved by P. Gilliland

Seconded by S. Arnold

**Motion #5:** That this Committee recommend to Council that the report submitted by the Coordinator of Operations (Works) dated April 30, 2009 recommending that the installation of three new solar flashing lights is completed on Brigden Road at the Plank and Petrolia Line intersections, and that the installation of traverse rumble strips at these location be deleted be received and accepted.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #6:** That this Committee recommend to Council that the report submitted by the Coordinator of Operations (Works) dated April 30, 2009 recommending that new 2009 John Deere 770G motor grader complete with front mounted snow plow and rear mounted snow leveling wing, as purchased from Nortrax Canada Inc. be shown at the 2009 Municipal Trade Show in Leamington be received and accepted.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #7:** That this Committee recommend to Council that the report submitted by the Coordinator of Operations (Works) dated May 8, 2009 recommending that the tender from Podolinsky Farm Equipment be approved for the purchase of a 2009 John Deer 6330 tractor complete with Tiger Rear Flail Mower and Viking Front Plow, for the purchase price of \$90,925.20 (excluding GST) be received and accepted.

**CARRIED**

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

Moved by S. Miller

Seconded by P. Brown

**Motion #8:** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated May 6, 2009, be received and accepted.

**CARRIED**

**COORDINATOR OF ENGINEERING SERVICES REPORT:**

Moved by D. Randell

Seconded by P. Gilliland

**Motion #9:** That this Committee recommend to Council that the monthly report of the Director of Engineering Services dated May 6, 2009 be received and accepted.

**CARRIED**

The Committee reviewed the Coordinator of Engineering's report on the status of the Colborne Street, Main Street and Boswell Street reconstructions.

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #10:** That it be recommended to Council that the Coordinator of Engineer's report on the reconstruction project for Colborne Street, Main Street and Boswell Street be received for information.

**CARRIED**

Staff was asked to investigate deficiencies at the intersection of the St. Clair Parkway and Main Street adjacent to the restaurant in Courtright?

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by D. Randell

Seconded by S. Miller

**Motion #11:** That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated May 6, 2009, be received and the recommendations contained therein be approved.

**CARRIED**

In response to the Committee's questions, Mr. Burnham advised that the letter of appointment to Spriet & Associates for the three petition drains in the Courtright area will be forwarded this week but that the Drainage Superintendent has also discussed the urgency of these projects with Spriet & Associates staff.

Moved by P. Brown

Seconded by D. Randell

**Motion #12:** That this Committee recommend to Council that the report submitted by the Drainage Superintendent dated May 6, 2009 recommending that By-law #26 of 2002 be repealed for the construction of the Courtright Drain No. 1 as recommended by an engineers report dated March 28, 2002 authored by Dennis McCready of Todgham and Case Associates be received and accepted.

**CLERK'S REPORT:**

The Clerk discussed with the Committee a request received from Mr. Doug Lester of Wilkesport regarding his building plans relative to the need for a minor variance or in the alternative, closure of the unopened portion of Walker Street. After considerable discussion, it was;

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #13:** That it be recommended to Council that Mr. Doug Lester be advised that Council's opinion would be that his best method of approach to facilitate his proposed building plan would be an application to the Committee of Adjustment.

**CARRIED**

**NEW BUSINESS:**

Deputy Mayor Gilliland questioned Mr. Burnham regarding the orange survey stakes on the St. Clair Parkway in the Froomfield area. Mr. Burnham advised that the survey stakes were placed as part of a road survey in an effort to continue with the engineering required for the proposed Froomfield sanitary sewer system.

Councillor Brown questioned if the proposed traffic control light at the intersection of St. Clair Parkway and St. Clair Boulevard will be synchronized by way of a capability of providing in the overnight hours, flashing red and flashing green to facilitate efficient traffic flow. Mr. Burnham advised that the system could be designed in such a fashion. Councillor Brown also asked staff to investigate the dead ash trees on the St. Clair Parkway adjacent to the No Frills property and as well as St. Clair River Trail damage at 640 and 708 St. Clair Parkway. Deputy Mayor Gilliland advised that efforts are being made to incorporate repair needs for the St. Clair River Trail on the Township's work order system.

Chairman Agar questioned the road extension activity in Paddock Green. Mr. Burnham was of the opinion that the activity currently being carried on is a completion of the work proposed to be completed in 2008.

Mayor Arnold asked staff to contact the Aamjiwnaag First Nation regarding the Township's proposal to construct a new water main on LaSalle Line to determine possible over sizing needs for the First Nations. The Mayor also asked staff to investigate the Brigden Road south of Rokeby Line that seems to be damaged by snow removal activities mainly on the west side of the road.

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

**Motion #14:** That the meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 8:05 p.m.

---

J. Agar,  
Chairperson

---

J. DeMars  
Secretary