

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

St. Clair Civic Centre
Committee Room 1
November 23, 2009
6:00 p.m.

The meeting of the Committee of the Whole was held, 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
	G. Hackett	Director of Community Services

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending October 2009

3. STATEMENT OF FINANCIAL POSITION: for period ending October 31, 2009

4. TREASURER’S REPORT:

A-1 ~ 2010 Capital budget Approval
A-2 ~ MPAC Communication Update

5. SENIOR TAX CLERK REPORT:

Write Offs for the 2009 Taxation Year

6. PLANNERS REPORT

J. Baranek – Rezoning ~ Part Lot 7, Con 4

7. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending October 31, 2009

8. EMERGENCY SERVICES REPORT:

9. CLERK’S REPORTS:

Planning Fees

10. C.A.O.'S REPORTS:

Outstanding Bills from the County of Lambton

11. NEW BUSINESS:

12. 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 reviewed the planning report prepared by Mr. Jeff Baranek relative to the proposed rezoning of property know as Part Lot 7, Concession 4 geographic Township of Moore, Township of St. Clair known municipally as 2371 Courtright Line. In his report, Mr. Baranek has addressed some of the issues that were raised at the public hearing on the proposed rezoning at the last meeting of Council. In general terms, the Committee accepted the recommendations in the report but Councillor Carswell-Alexander suggested that the fencing specified be by way of a privacy fence with no flammable or explosive materials to be stored within 300 meters of Courtright Line and 150 meters of the Brigden Road. It was also suggested that berming be required 100 meters south of the Courtright Line and no parking lot be established off the Courtright Line.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #1: That the report of Mr. Jeff Baranek dated November 17th, 2009 for the proposed rezoning of property known as 2370 Courtright Line be accepted as amended.

CARRIED

GENERAL ACCOUNTS: Month of October 2009

The Committee reviewed the list of General Accounts for the period ending October 30th and Mr. Quenneville responded to several questions posed by the Committee.

Moved by S. Arnold

Seconded by J. Agar

Motion #2: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to YEL001 totaling \$2,630,256.82 be approved for the month of October 2009.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending October 31, 2009.

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #3: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial position for the period ending October 31 2009 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by P. Brown

Seconded by J. Agar

Motion #4: That it be recommended to Council that the Treasurer's report known as A-1 dated November 17, 2009 recommending that the 2010 Net General Capital Budget financing report be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by P. Brown

Motion #5: That this Committee recommend to Council that the report known as A-2 with regards to the MPAC Communication update from July 1-September 30, 2009 from the Treasurer be received and accepted.

CARRIED

SENIOR TAX CLERK REPORT:

Moved by P. Brown

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the report submitted by the Senior Tax Clerk dated November 23, 2009 recommending that the requested taxes for the 2008 and 2009 taxation years be reduced or cancelled pursuant to Section 358 of the Municipal Act, 2001, c. be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by P. Gilliland

Motion #7: That it be recommended to Council that the Building Inspector's report for the month of October 2009 be received and accepted as information.

CARRIED

The Committee reviewed Chief Dewhirst's report on the activities of the Emergency Services for the months of September and October 2009. The Chief pointed out that the calls for service for this period have decreased from the same period last year. The Committee also discussed with Chief Dewhirst any concerns he may have regarding manpower levels at day time fires. The Committee was advised that the routine call out protocol through the daytime hours is for a 2 station call out and numbers of firefighters responding are sufficient and evening call outs are as well adequately manned.

DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by S. Arnold

Seconded by J. Agar

Motion #8: That the report of the Director of Community Services dated November 17, 2009 be received and accepted for information.

CARRIED

CLERK'S REPORT:

The Clerk provided a verbal report on discussions with the Treasurer and the Planners regarding the possibility of increasing the fees charged for subdivision review to perhaps a percentage of the value of the servicing costs as opposed to a flat \$1000.00 fee. The Committee advised that it would consider the amendments to the fee schedule and asked the Clerk to draft a report for the Committee's consideration.

CAO'S REPORT:

Council discussed the CAO's report dated November 20, 2009 regarding the invoice received from the County that is currently outstanding for the Township's 12.5% cost share of the legal fees incurred in reviewing the Shell development proposal. Several members of Council suggested that the invoices be returned to the County with a request to the County to absorb the legal fees from the money they received by way of option payments. Other Councilors suggested that such a request would be in bad faith since the Township had originally agreed to its 12.5% cost share.

Moved by P. Gilliland

Seconded by P. Brown

Motion #9: That it be recommended to Council the County of Lambton be asked to absorb the legal bills for costs incurred for the review of the Shell proposal.

DEFEATED

Seconded by P. Carswell-Alexander

Motion #10: That this Committee recommend to Council that the report received from the CAO dated November 20, 2009 regarding the outstanding bills from the County of Lambton with regards to the location of a new Shell refinery in St. Clair Township be received and accepted and that the accounts totaling approximately \$22,600.00 be approved for payment.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #11: That the meeting enter an in-camera session to discuss a legal issue.

CARRIED

Meeting returned to order.

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #12: That this meeting of the Finance and Administration Committee do hereby adjourn.

The meeting adjourned at 6:50 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP Status
- Coordinator of Water/Wastewater Status
- Letter from John & Jennifer Miller requesting Water Utilities Invoice Adjustment
- Colborne Street Driveway
- Traffic Signals Tender Results

3. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated November 18, 2009

4. COORDINATOR OF OPERATIONS (ROADS & DRAINAGE) REPORT:

- Monthly Report dated November 18, 2009
- Seismic Testing Fees
- Surplus Equipment

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated November 18, 2009
- Proposed new storm drain in O'Dell Park (Cameron Street)

6. CLERK'S REPORT:

7. CAO'S REPORT:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Agar called the meeting to order at 6:55 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:

Moved by S. Arnold

Seconded by P. Gilliland

Motion #1: That this Committee recommend to Council that the monthly report of the Director of Public Works & Operations & Engineering dated November 18 2009, regarding the Regional WWTP status be received as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #2: That this Committee recommend to Council that the report submitted by the Director of Public Works dated November 18, 2009 regarding the Coordinator of Water/Wastewater status be received and accepted as information.

CARRIED

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #3: That this Committee recommend to Council that the report submitted by the Director of Public Works dated November 18, 2009 regarding the letter from John and Jennifer Miller requesting a water utilities invoice adjustment be received and the recommendation be accepted.

CARRIED

Moved by D. Randell

Seconded by P. Brown

Motion #4: That this Committee recommend to Council that the report submitted by the Director of Public Works dated November 19, 2009 regarding the Colborne Street driveway be received and accepted as information.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #5: That this Committee recommend to Council that the report submitted by the Director of Public Works dated November 19, 2009 regarding the Traffic Signals tender results be awarded to Ron Field & Son Electric Ltd. In the amount of \$108,095.00 (excluding GST) for the traffic signals at St. Clair Parkway and St. Clair Boulevard and in addition there will be a traffic signal controller to be purchased separately that the Township estimated to be about \$10,000.00 that will be added to the above tender amount.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Brown

Seconded by D. Randell

Motion #6: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated November 18, 2009 be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by P. Brown

Motion #7: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated November 18, 2009, be received and accepted as information.

CARRIED

The Committee discussed the portion of Mr. DePooter's report regarding the decorative light poles in Corunna. The Committee expressed its reluctance to replace the decorative poles with the more typically used materials and asked for a report on the options for such pole replacements as is required from time to time.

Moved by S. Arnold

Seconded by S. Miller

Motion #8: That this Committee recommend to Council that the report submitted by the Coordinator of Operations (Works) dated November 18, 2009 recommending that the fee for seismic testing on municipal road allowance be increased from the current fee of \$100 per kilometer to \$225 per kilometer be received and the recommendation be accepted as amended with the fee increased to \$1,000 per kilometer.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #9: That this Committee recommend to Council that the report submitted by the Coordinator of Operations (Works) dated November 18, 2009 recommending that the surplus equipment from the Public Works department be advertised and tendered for sale to the highest bidder be received and the recommendation be accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #10: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated November 18, 2009, be received and the recommendations contained within be accepted.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #11: That this Committee recommend to Council that the report submitted by the Drainage Superintendent dated November 18, 2009 recommending the installation of a new tile drain and catch basins along the north and west boundaries of O'Dell Park, flowing south, crossing under Cameron Street and out letting into the storm sewer along Cameron Street. Although the 2010 budget has already been allocated, it is recommended that the cost of the project (estimated at \$10,000) be considered as an addition the "2010 Parks Capital budget" be accepted.

CARRIED

NEW BUSINESS:

Mayor Arnold advised of receiving a call from Mr. Logan MacKenzie regarding damage done to his daughter's car due to the presence of stone on the St. Clair Parkway adjacent to where the shoreline remediation work is being conducted. Also Mr. MacKenzie asked about the status of the fence at the south end of the Riviera Plaza. Mr. Rodey advised that the Planner has sent a copy to the Plaza owner advising of the requirement for the fence replacement since it was originally part of the site plan agreement. The Committee requested that Mr. MacKenzie be copied this information that was sent to the Plaza owner. Deputy Mayor Gilliland advised that a property standards issue at property known as 1784 Petrolia Line has been remedied with the construction debris sorted and removed. The only thing remaining is several piles of clean earth.

Hearing no further discussion it was;

Moved by S. Miller

Seconded by D. Randell

Motion #12: That this meeting do hereby adjourn.

CARRIED

Committee of the Whole
Minutes of November 23, 2009

The meeting adjourned at / p.m.

J. Agar,
Chairperson

J. DeMars
Secretary