

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

St. Clair Civic Centre
Committee Room 1
December 14, 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:

6:30 pm John Kerr and Doug McGee - buffer zones

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending November 30, 2009

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

4. TREASURER’S REPORT:

- A-1 Review of Subdivision fees
- A-2 MPAC ~ assessment notices
- A-3 HST impact
- A-4 LAS Electricity program

5. BUILDING INSPECTOR’S REPORT:

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

6. CLERK’S REPORTS:

Accessibility policy

7. C.A.O.’S REPORTS:

8. NEW BUSINESS:

Claim for former OPP office (credit union building)

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:

None declared.

GENERAL ACCOUNTS: Month of November 2009

The Committee reviewed the list of General Accounts for the period ending November 30, 2002. The Treasurer responded to several questions posed by Committee 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 407001 to YOW001 totaling \$2,475,200.42 be approved for the month of November 2009

CARRIED

STATEMENT OF FINANCIAL POSITION:

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

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #2: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial position for the period ending November 30, 2009 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by P. Gilliland

Motion #3: That it be recommended to Council that the report identified as A-1 dated December 3, 2009 be received from the Treasurer recommending that the St. Clair Township charge 1% of the cost of services for Subdivision and Condominium agreement fees effective December 21, 2009 to be collected at time of signing of the agreement be receive and accepted as amended to provide for a 2% fee as opposed to 1%.

CARRIED

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #4: That this Committee recommend to Council that the report identified as A-2 dated November 23, 2009 from the Treasurer with regards to MPAC's assessment notices be received as information.

CARRIED

Moved by P. Brown

Seconded by S. Miller

Motion #5: That this Committee recommend to Council that the report identified as A-3 dated December 7, 2009 from the Treasurer recommending that the Municipal HST report be received as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the report identified as A-4 from the Treasurer recommending that the Las Electricity Program Pricing Details for Pool 1/2/3 Purchase – Calendar Year 2010 be received as information.

CARRIED

BUILDING INSPECTOR'S REPORT:

Seconded by P. Gilliland

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

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee reviewed Mr. Hackett's report dated December 14, 2009. The Committee reviewed the quotes received for the improved lighting on Rink #1. The quotes were as follows:

\$21,251.70

21,953.78

24,511.77

Seconded by P. Gilliland

Motion #8: That it be recommended to Council that the quote received from Electrozad Supply in the amount of \$21,251.70 be accepted for the lighting improvements to Rink #1.

CARRIED

The Committee reviewed the portion of Mr. Hackett's report regarding board replacement quotes. The quotes were as follows:

\$481,148.00

495,860.07

Seconded by J. Agar

Motion #9: That it be recommended to Council that the tender from Industrial Trades Group in the amount of \$481,148.00 to complete the board replacement project and to amend the overall Rinc Program projects to reflect the approved budgeted amounts.

CARRIED

The Committee reviewed Mr. Hackett's report relative to the solar energy proposal. After considerable discussion it was:

Seconded by S. Miller

Motion #10: That it be recommended to Council that the portion of the Director of Community Services monthly regarding solar energy proposal be received.

CARRIED

Seconded by P. Brown

Motion #11: That the monthly report of the Director of Community Services be received.

CARRIED

At the appointed time, the Chairman welcomed Mr. Joe Kerr and Mr. Doug McGee present to discuss with Council, their proposal regarding compensation for farm land owners to establish a 6 meter grassed or planted buffer strip adjacent to municipal drains. Mr. Kerr and Mr. McGee stated their opinion that such a buffer strip would reduce future maintenance requirements on those municipal drains and would have a positive effect by reducing erosion that adversely affects the quality of the St. Clair River. Mr. Kerr and Mr. McGee stated that there would be an overall benefit to society for such environmental improvements. The proposal calls for an estimated 570 acres being taken out of active agricultural production required for the establishment of these buffer strips. It is proposed that these farmers would be compensated at the rate of \$100 per year for the loss of productivity of this land per acre with another \$50 per acre paid annually to compensate the farmer for the maintenance of the buffer strip. It was suggested that the method of payment to the farmers would be by way of a property tax credit as opposed to a direct financial compensation. After considerable discussion, Mayor Arnold asked the presenters to provide a more detailed report providing the proposed areas of the Municipality where the program could be implemented. The Mayor

also asked for a more comprehensive report for further consideration by Council and or Committee.

Moved by P. Carswell-Alexander

Seconded by J. Agar

Motion #12: That it be recommended to Council that Mr. Kerr and Mr. McGee be asked for a more comprehensive report on their proposal to provide for the planting of buffer strips on agricultural property adjacent to municipal drains.

CARRIED

CLERK’S REPORT:

The Committee proceeded to review the Clerk’s report regarding a draft accessibility policy for the Municipality as required by Provincial legislation.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13: That the report submitted by the Clerk dated December 3, 2009 recommending that the draft policy as required by the Accessibility for Ontarians with Disabilities Act Ontario Reg. 429/07 be adopted for the Township of St. Clair be received and accepted.

CARRIED

Also in response to the Committee’s questions the Clerk advised that in some cases staff training needs to be completed before year end.

CAO’S REPORT:

Mr. Rodey advised of the need for an in camera session on a personnel issue.

NEW BUSINESS:

The Treaurser provided information to the Committee on an outstanding claim filed with the Municipality recently. The claim is for the Township’s share of utilities for the rented OPP facility at the premises known as the Credit Union property. Mr. Quenneville advised that his records demonstrate that the Municipality has traditionally paid a cost share of the utilities but for whatever reason, there does not seem to have been an invoice for the years 2004-2005.

Moved by S. Arnold

Seconded by P. Brown

Motion #14: That it be recommended to Council that the Treasurer be authorized to pay the outstanding utilities cost share for the rented premises occupied by the OPP in Corunna.

CARRIED

Hearing no further business it was;

Moved by S. Miller

Seconded by J. Agar

Motion #15: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:20 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
- Water billing request – Gerald Galbraith

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated December 9, 2009
- Seismic Testing fee

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

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated December 9, 2009

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated December 9, 2009

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

- Jim Vandenberghe ~ offer of service

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 7:20 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 P. Brown

Seconded by P. Gilliland

Motion #1: That this Committee recommend to Council that the report submitted by the Director of Public Works and Operations regarding the Regional WWTP status dated December 9, 2009 be received and accepted as information.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #2: That this Committee recommend to Council that the report submitted by the Director of Public Works and Operations dated December 10, 2009 regarding the water utilities invoices for Gerald Galbraith recommending that he be required to pay the full cost for the amount of water used and the average amount for the sewer charge for his property at 4256 St. Clair Parkway be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #3: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated December 9, 2009, be received and accepted.

CARRIED

The Committee reviewed Mr. DePooter's report on the seismic testing and pipeline construction fees for the use of Township road allowance for either pipeline placement or seismic testing.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #4: That it be recommended to Council that a fee protocol of \$1000.00 per kilometer for seismic testing along Township road allowances and a fee of \$5000 per inch diameter per kilometer for pipeline construction on Township road allowances be established.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Gilliland

Seconded by S. Arnold

Motion #5: That this Committee recommend to Council that the monthly report of the Director of Engineering Services dated December 9, 2009 be received and accepted as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated December 9, 2009 be received and the recommendations contained therein be accepted.

CARRIED

Following the approval of the Drainage Superintendent's report, Councillor Randell advised of a comment received regarding a local drain contractor not being allowed to bid on a certain drainage maintenance job. Mr. Burnham advised that his department is working on developing an improved drainage contractor list.

NEW BUSINESS:

Council reviewed the offer of services for Mr. Jim Vandenberghe offering his services for additional snow removal around the community post office boxes in Brigden above and beyond that provided by Canada Post.

Moved by P. Gilliland

Seconded by S. Miller

Motion #7: That the offer of service for additional snow removal submitted by Mr. Jim Vandenberghe be received and filed.

CARRIED

Mr. Burnham advised that a meeting was held today with various PUC's from the City of Sarnia, Chatham-Kent and Enniskillen regarding assistance to supply the Township's potable water needs during a repair of the 36 inch line on LaSalle Line east of the CSX rail line. Mr. Burnham also advised that repair options were discussed at this meeting with the repair contractor to hot tap the existing line and install a 24 inch bypass line that will be removed once that section of the 36 inch main is replaced. In response to the Committee's questions, Mr. Burnham advised that with assistance from neighboring municipalities, the Township's water needs would be supplied.

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #8: That this Committee recommend to Council that the Director of Public Works & Operations & Engineering report dated December 14, 2009 regarding the LAWSS water main repair on LaSalle Line be received and accepted as information.

CARRIED

Hearing no further business it was;

Moved by S. Miller

Seconded by D. Randell

Motion #9: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:45p.m.

J. Agar,
Chairperson

J. DeMars
Secretary