

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

St. Clair Civic Centre
Committee Room 1
March 8, 2010
6:00 p.m.

The meeting of the Committee of the Whole was held March 8, 2010 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
	B. VanHyfte	Coordinator of Operations (Water/Wastewater)

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending February 28, 2010

3. TREASURER’S REPORT:

A1 – Draft 2010 Operating Budget
A2 – Accounts payable question

4. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending February 2010

5. PLANNERS REPORT:

Draft Solar Farm Proposal Response

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated February 16, 2010
Sombra Museum New Building

7. DIRECTOR OF EMERGENCY SERVICES REPORT:

Monthly report dated

8. CLERK’S REPORTS:

Verbal – Compliance Audit (Election 2010)

9. C.A.O.’S REPORTS:

10. NEW BUSINESS:

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 Treasurer responded to several questions posed by the Committee relative to various accounts.

GENERAL ACCOUNTS: Month of February 2010

The Committee reviewed the list of General Accounts

Moved by S. Miller

Seconded by S. Arnold

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 137001 to YEL001 totaling \$1,433,152.78 be approved for the month February of 2010.

CARRIED

TREASURER'S REPORT:

The Committee reviewed the Treasurer's reports relative to the current draft of the 2010 Operating Budget. In its present form, the budget represents a 1.36% increase over the tax rates in 2009. The Clerk brought to the Committee's attention the portion of the Treasurer's report related to the increase in planning and building permit fees. It was pointed out that even at the increased fees, those two categories represent a negative impact on the budget.

Moved by P. Brown

Seconded by J. Agar

Motion #2: That it be recommended to Council that the Treasurer's report identified as A-1 St. Clair Municipality 2010 Operating Budget dated March 3, 2010 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by P. Brown

Motion #3: That it be recommended to Council that the one time "windfall" encroachment fees for use of road allowances for pipeline placements, seismic testing and the like be credited to the General Public Works Equipment Reserve Fund.

CARRIED

Moved by S. Miller

Seconded by S. Arnold

Motion #4: That this Committee recommend to Council that the Treasurer's report identified as A-2 regarding the question pertaining to Accounts Payable invoices be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #5: That it be recommended to Council that the Building Inspector's report for the month of February 2010 be received and accepted as information.

CARRIED

PLANNER'S REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the Planner's report regarding the Draft Solar Farm Proposal Response be tabled until March 15, 2010.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by S. Arnold

Seconded by J. Agar

Motion #7: That this Committee recommend to Council that the report of the Director of Community Services dated February 16, 2010 be received and the recommendations contained within be approved.

CARRIED

The Committee discussed the details of Mr. Hackett's report relative to the Federal Capital Spaces Funding application that would provide financial assistance for the creation of a new museum building in Sombra. Mr. Hackett advised that his discussions with the Administrator's of the grant that a feasibility study would be required and that the grant program has been extended to March 15th, 2015. Further to Mr. Hackett's report he advised that a quote had been received from Fred Galloway consulting in the amount of \$6500 to achieve the required feasibility study.

Moved by P. Gilliland

Seconded by P. Brown

Motion #8: That this Committee recommend to Council that the monthly report received from the Director of Community Services dated March 5, 2010 regarding the Sombra Museum New Building be received and the Director of Community Services be authorized to proceed with the required feasibility based on the lowest submitted tender.

CARRIED

Councillor Carswell-Alexander questioned the difference between road crossing fees in the report on 2010 user fees compared to the rates established by Council in January.

CLERK'S REPORT:

The Clerk had provided information as to the requirement for a compliance audit for the 2010 election process as required by Bill 212. Each Municipality in Ontario will be required to establish a compliance audit committee that will serve for a four year term. However, legislation provides that such a committee can be shared with more than one municipality. The Clerk advised that there is a review committee being proposed comprising of interested Lambton County Municipalities studying the possibility of a shared audit committee. Council advised the Clerk that they would be willing to consider such shared services.

Moved by S. Miller

Seconded by J. Agar

Motion #9: That the Clerk's report regarding the Compliance Audit (Election 2010) be received.

CARRIED

CAO'S REPORT:

Mr. Rodey advised of the need to discuss a personnel issue in camera.

NEW BUSINESS:

Pat Brown

Councillor Brown questioned the Director of Community Services regarding the empty of trash receptacles on St. Clair Boulevard and Lyndoch Street near Shopper's Drug Mart.

Darrell Randell

Councillor Randell would like a report from the Fire Chief as to the status of his succession plan progress. Mayor Arnold advised that he had also requested such a report from the Fire Chief.

Pat Carswell-Alexander

Councillor Carswell-Alexander questioned the apparent current practice of not decommissioning and removing Township identification from vehicles and other surplus property that is offered for sale. Councillor Carswell-Alexander provided a specific example.

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #10: That it be recommended to Council that a policy be developed to require the removal of all identifying marks, lettering, signage and equipment for surplus vehicles and equipment sold by the Municipality.

CARRIED

Hearing no further business it was;

Moved by S. Miller

Seconded by J. Agar

Motion #11: That the Finance and Administration Committee meeting do hereby adjourn.

CARRIED

The meeting adjourned at 6:40 p.m.

D. Randell,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

7:30pm – Ratepayer St. Clair Parkway south Port Lambton
~Paved Shoulder

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

LAWSS – LaSalle Line Watermain status
Regional WWTP – status
Colborne Street reconstruction – driveway repair

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated March 3, 2010

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

- Monthly Report dated March 3, 2010
- Building repairs for 359 Moore Line
- Proposed 2010 water and sewer rates
- Proposed 2010 user fee rates
- Proposed 2010 utility billing & collection procedures
- MOE Water Inspection Report

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated March 3, 2010
- Training course summary

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated March 3, 2010
- Talfourd Creek – beaver dam
- Perch Creek – bridge replacement assessment

7. CLERK’S REPORT:

9. CAO’S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 6:45 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. Brown

Motion #1: That this Committee recommend to Council that the report of the Director of Public Works & Operations & Engineering dated March 3, 2010, regarding the LAWSS watermain on LaSalle Line status be received and accepted.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #2: That the report from the Director of Public Works dated March 3, 2010 regarding the Regional WWTP Status be received as information.

CARRIED

Moved by P. Gilliland

Seconded by P. Brown

Motion #3: That the report from the Director of Public Works dated March 3, 2010 regarding the Colborne Street Reconstruction Driveway at 299 Paget Street and Colborne Street Driveways be received as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by D. Randell

Seconded by P. Brown

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated March 3, 2010 be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated March 3, 2010 be received and accepted as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #6: That it be recommended to Council that the information from the Coordinator of Operations (Water/Wastewater) dated February 17, 2010 regarding the Capital Budget Proposal for Building Repairs at 359 Moore Line be received as information.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #7: That it be recommended to Council that the report from the Coordinator of Operations (Water/Wastewater) dated February 17, 2010 regarding the Proposed 2010 Water and Sanitary Rates be received as information and that the 2010 water and sanitary sewer rates remain the same as the 2009 rates.

CARRIED

Councillor Carswell-Alexander questioned the difference between road crossing fees in the report on 2010 user fees compared to the rates established by Council in January. Mr. VanHyfte, today, amended the schedule based on information received today on the subject and amended the fee schedule in his report accordingly.

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #8: That it be recommended to Council that the report from the Coordinator of Operations (Water/Wastewater) dated February 17, 2010 regarding the Proposed 2010 User Fee Rates be received and accepted.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #9: That it be recommended to Council that the report from the Coordinator of Operations (Water/Wastewater) dated February 17, 2010 regarding the Proposed 2010 Utility Billing and Collection Procedures be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Brown

Motion #10: That it be recommended to Council that the report from the Coordinator of Operations (Water/Wastewater) dated February 17, 2010 regarding the MOE Water Inspection Report be received as information.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #11: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated March 3, 2010 be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Brown

Motion #12: That it be recommended to Council that the report from the Coordinator of Engineering dated March 3, 2010 regarding the Training Courses attended be received as information

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #13: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated March 3, 2010, be received and the recommendations therein be approved.

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #14: That the monthly report from the Drainage Superintendent dated March 3, 2010 regarding Talfourd Creek Drain – Beaver Dams be received as information.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #15: That the monthly report from the Drainage Superintendent dated March 3, 2010 regarding Perch Creek Drain – Sim Bridge be received as information and the recommendations contained therein be approved.

CARRIED

In discussion of the Drainage Superintendent's report relative to Talfourd Creek the Committee discussed in general terms the possibility of sending an invitation to the Aamjiwnaang First Nations for an informal meeting between the two Councils to discuss common interests. Staff is to draft a copy of such an invitation for Council review.

CAO'S REPORT:

Mr. Rodey advised of a request received from Mr. Peter Pickfield to attend an in-camera session of Council to discuss what could be the final draft response to the draft terms of reference for the Clean Harbors expansion. In view of this it was suggested that the March 15th meeting of Council commence at 6:00pm.

NEW BUSINESS:

Pat Brown

Councillor Brown questioned the status of the water meter upgrade program. Mr. VanHyfte stated that the project is progressing well with approximately 200 meters left to be installed. It was also pointed out that those that have been installed are in service and are operating well.

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #16: That the meeting enter an in-camera session to discuss a personnel issue.

CARRIED

Meeting returned to order.

Chairman Agar turned the next portion of the meeting over to Mayor Arnold to Chair. Mayor Arnold welcomed ratepayers on the St. Clair Parkway present to discuss a proposal to construct paved shoulders in that area. Jim Hazzard acted as spokesperson for the rate payers in attendance. Mayor Arnold advised that the project in question had been included in the last two or three capital budgets but did not meet the funding criteria. The Engineering Department had looked at the proposal in the original \$80,000 estimate had escalated to approximately \$228,000 due to the relative flat nature of the land and the extensive regrading work that would be required to achieve the required drainage on the paved shoulders. The Mayor also pointed out that the sidewalk in the area would have to be sacrificed for the sake of the paved shoulder. Also in response to the ratepayers' questions, Mayor Arnold advised that the recent similar work done along the St. Clair Parkway north of the Holt Line was financed through Federal funding and funds available from the St. Clair River Trail. The group also discussed briefly with the Committee the possibility of paving the west side of the St. Clair Parkway that could be accomplished as part of the St. Clair River Trail. The Committee advised that it would continue to have the Engineering staff work on this project to determine if it could be achieved in a more cost efficient manner. At the conclusion of the discussion, Mr. Peter Romphf, a resident in the area complimented Council on what he considers to be the best Municipal governance in Ontario.

At the conclusion of the discussion, Councillor Agar returned to the Chair. Hearing no further business it was:

Moved by S. Miller

Seconded by D. Randell

Motion #17: That this meeting do hereby adjourn.

CARRIED

The meeting adjourned at 8:00 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary