

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

St. Clair Civic Centre  
Committee Room 1  
September 13, 2010  
6:00 p.m.

The meeting of the Committee of the Whole was held September 13, 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
	L. Burnham	Director of Public Works, Operations & Engineering
	R. Dewhirst	Director of Emergency Services
	J. Baranek	Deputy Clerk

**FINANCE AND ADMINISTRATION**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending August 2010

**3. STATEMENT OF FINANCIAL POSITION:** for period ending August 31, 2010

**4. TREASURER’S REPORT:**

A1 – Backup Server  
A2 – 2011 Budget Time Table  
A3 – Development Charge By-law

**5. BUILDING INSPECTOR’S REPORT:**

B1 – Report for the month of August 2010

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

Monthly report dated September 2, 2010

**6. CLERK’S REPORTS:**

**7. C.A.O.’S REPORTS:**

**8. NEW BUSINESS:**

**9. ADJOURNMENT:**

Chairperson Randell called the meeting to order at 6:00 pm and asked members to declare any conflict of interest at the appropriate time.

**CONFLICT OF INTEREST:**

Councillor Carswell-Alexander declared a conflict of interest relative to an account on page 24 which represented a tax refund due to a tax class change for the property of a relative.

**GENERAL ACCOUNTS: Month August of 2010**

The Committee reviewed the list of General Accounts

Moved by P. Carswell-Alexander

Seconded by P. Brown

**Motion #1:** That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number ABE001 to YEL001 totaling \$3,175,365.10 be approved for the month August of 2010.

**CARRIED**

**STATEMENT OF FINANCIAL POSITION:**

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending August 31, 2010.

Moved by S. Miller

Seconded by J. Agar

**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 August 31, 2010 be received and accepted.

**CARRIED**

**TREASURER'S REPORT:**

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #3:** That it be recommended to Council that the Treasurer be authorized to order a computer server financed from the General Equipment Reserve carried

**CARRIED**

Moved by J. Agar

Seconded by P. Gilliland

**Motion #4:** That it be recommended to Council that the budget timetable as outlined in the Treasurer's report of August 30, 2010 be approved.

**CARRIED**

Moved by P. Brown

Seconded by S. Miller

**Motion #5:** That this Committee recommend to Council that the Treasurer's reports identified as A-1 dated August 23, 2010, recommending that the detail information on the Development Charge By-law and background study be received as information.

**CARRIED**

**BUILDING INSPECTOR'S REPORT:**

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

**Motion #6:** That it be recommended to Council that the Building Inspector's report for the month of August 2010 be received and accepted as information.

**CARRIED**

**DIRECTOR OF EMERGENCY SERVICES REPORT:**

The Committee reviewed with Fire Chief Roy Dewhirst reports on two issues that were raised at the September 9<sup>th</sup> meeting of the Emergency Services Committee. Chief Dewhirst presented a report on the recent fire at the Clean Harbors facility and advised that the Chief has requested a full report from Clean Harbors on the incident. In general discussion the Committee asked Chief Dewhirst to prepare a report on the protocol of other Lambton County

municipalities regarding responding to industrial type fires and also to be included in the report is a listing of industries that have their own on site fire services and those that do not. The Chief then explained to the Committee the damage at the Becher Fire Hall and the initial opinion of the consulting engineer retained to investigate the damage and offer remedial solutions. It was suggested by the consulting engineer that the damage may have been caused by poor soil conditions and the relatively dry soil conditions this summer. Chief Dewhirst pointed out that the quote received from the consultant to provide his services in determining the most cost effective method of repairing the damage is \$4500.

Moved by S. Arnold

Seconded by S. Miller

**Motion #7:** That it be recommended to Council that staff be authorized to retain the services of a structural engineer to evaluate the damage to the Becher Fire Hall and recommend repair solutions at an estimated cost of \$4500.

**CARRIED**

In response to Chief Dewhirst's question, the Committee recommended that quotes be received for the necessary work once the engineer's report is available. Mayor Arnold also requested Chief Dewhirst to contact OPP Sgt. John Flescher regarding the OPP's willingness and ability to enforce weight restrictions on Municipal streets and roads.

#### **DIRECTOR OF COMMUNITY SERVICES REPORT:**

The Committee proceeded to review the 2 monthly reports submitted by the Director of Community Services

Moved by P. Carswell-Alexander

Seconded by J. Agar

**Motion #8:** That it be recommended to Council that the report of the Director of Community Services dated September 2, 2010 be received and the recommendations contained within be approved.

**CARRIED**

The committee proceeded to review Mr. Hackett's second monthly report dated September 2, 2010 regarding possible campground fees increases.

Moved by S. Arnold

Seconded by S. Miller

**Motion #9:** That it be recommended to Council that the monthly report dated September 2, 2010 from the Director of Community Services regarding campground fee increases for 2011 be tabled for budget deliberations.

**CARRIED**

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

Mr. Rodey advised the Committee of recent interest received regarding the possible purchase of the Corunna library for the establishment of a financial institution on the property. It was pointed out that the interested party would probably demolish the existing building. The Committee discussed the fact that when the Township purchased the current Emergency Services building, there was some consideration of relocating the Corunna library to that facility.

Moved by P. Carswell-Alexander

Seconded by P. Brown

**Motion #10:** That it be recommended to Council that staff be asked to report on the possible moving of the Corunna library to the Emergency Services building with the report to detail the possible costs savings and the County of Lambton's willingness to participate in such a relocation.

**CARRIED**

#### **NEW BUSINESS:**

Councillor Agar advised that a recent application to the Committee of Adjustment was denied and the fact that the application did not merit serious consideration and the fact that the Committee of Adjustment made a motion to refund the application fee. Councillor Agar advised that it has come to his attention since then that the Committee of Adjustment does not

have the authority to waive or refund the fees. Councillor Agar was of the opinion that staff should have advised the applicant of the probable negative outcome of the application.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #11:** That it be recommended to Council that the issue of a refund of a Committee of Adjustment fee for an application denied at the last meeting of the Committee of Adjustment be tabled for further information from staff.

**CARRIED**

The Mayor discussed a possible future invitation to Gary Smith's to receive an Ontario Heritage Award. The Clerk advised that he would contact the appropriate museum staff to arrange the presentation.

Hearing no further business, it was;

Moved by S. Miller

Seconded by P. Brown

**Motion #12:** That the meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 6:40 p.m.

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D. Randell,  
Chairperson

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J. DeMars  
Secretary

## **PUBLIC WORKS & OPERATIONS**

### **AGENDA:**

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

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

- Regional WWTP status

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

- Monthly Report dated September 8, 2010

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

- Monthly Report dated September 8, 2010

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

- Monthly Report dated September 8, 2010
- Bridge Cleaning

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

- Monthly Report dated September 7, 2010
- Repeal By-law No. 10 of 1911 – Sheppard Drain (Moore Township)

#### **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 D. Randell

**Motion #1:** That this Committee recommend to Council that the monthly report of the Director of Public Works & Operations & Engineering dated September 9, 2010 regarding the Regional WWTP status be received as information.

**CARRIED**

In response to the Committee's questions, Mr. Burnham stated that the force main construction has not been started since the project is awaiting a change to the certificate of approval based on the relocation of the line from the CSX right of way to the Parkway. Council was also advised that the force main would be constructed by way of open trench. Also in response to the Committee's questions, Mr. Burnham advised that this project is not subject to a March 31<sup>st</sup> 2011 completion deadlines. Councillor Carswell-Alexander requested an opportunity to tour the new Regional site as well as the work being conducted at the current Corunna Sewage Treatment Plant. Mr. Burnham also advised that the force main on the Parkway would be constructed on the west side.

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

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #2:** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Roads/Drainage) dated September 8, 2010 be received and accepted as information.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #3:** That it be recommended to Council that the County of Lambton be requested to consider the enclosure of the recently excavated open drain on the north side of Hill Street in its 2011 capital budget.

**CARRIED**

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

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #4:** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated September 8, 2010 be received and accepted as information.

**CARRIED**

**COORDINATOR OF ENGINEERING REPORT:**

Moved by D. Randell

Seconded by P. Gilliland

**Motion #5:** That this Committee recommend to Council that the monthly report of the Coordinator of Engineering dated September 8, 2010 be received and accepted as information with the exception of report item #7.

**CARRIED**

Mr. Burnham explained to the Committee the Engineering department's rationale to locate the proposed Albert Street sidewalk on the west side of the street. The Committee questioned report item #7 relative to the Rokeby Line as to possible future road improvements and watermain construction.

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #6:** That it be recommended to Council that report item #7 from the Coordinator of Engineering services report dated September 8, 2010 be tabled to the 2011 budget discussion.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #7:** That it be recommended to Council that the report from the Coordinator of Engineering dated September 8, 2010 regarding bridge cleaning be received as information and recommendations contained within approved.

**CARRIED**

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by D. Randell

Seconded by P. Brown

**Motion #8:** That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated September 7, 2010 be received as information and the recommendations contained therein be approved.

**CARRIED**

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #9:** That it be recommended to Council that the report from the Drainage Superintendent dated September 8, 2010 recommending that Moore Township By-Law No. 10 of 1911 for the Sheppard Drain be repealed under Section 84(2) of the Ontario Drainage Act be received and accepted.

**CARRIED**

**NEW BUSINESS:**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #10:** That it be recommended to Council that the road crossings at the intersection of Brigden Road and Holt Line and Brigden Road and the Tulloch Line be included in the draft 2011 capital budget.

**CARRIED**

Moved by S. Arnold

Seconded by P. Carswell-Alexander

**Motion #11:** That it be recommended to Council that the surface treatment of the Plank Road be included in the draft 2011 capital budget.

**CARRIED**

Councillor Randell led the Committee into a discussion of the 2010 watermain looping projects and the fact that water service will be made available to a resident on the route of the looping that was not available approximately 12 years ago. The ratepayer expressed concerns that the costs for such rural watermain at the time was approximately \$5500 per connection and he is of the opinion that the current fee is over \$9000. Mr. Burnham pointed out that for a 1" service in the rural area, the typical fee is under \$6500. This information would be provided to Councillor Randell. Also Mr. Burnham advised that the tenders for the rural waterline looping will be let in mid to late October for November construction.

Deputy Mayor Gilliland questioned the status of the issue of the cutting of the fence on the south side of Parkdale Park. The Deputy Clerk advised that a report has been drafted for Council consideration but was not completed on time for inclusion on this agenda.

Councillor Agar asked staff to investigate weeds behind property known as 338 Brooktree that could be possibly on Nova Chemical property. The Committee also discussed truck traffic on residential roads particularly on 8<sup>th</sup> Street in Courtright. A complaint was received regarding trucks leaving the Clark Trucking yard in the morning and returning later in the day.

Moved by S. Arnold

Seconded by P. Brown

**Motion #12:** That it be recommended to Council that a staff report be prepared as to the current zoning on the Clark property adjacent to the Courtright Fire Hall property and the current use that is being made relative to the zoning.

**CARRIED**

The Committee also requested staff to investigate the current Clark Trucking yard on 6<sup>th</sup> Street in Courtright. In response to The Committee’s question, Mayor Arnold advised that the Kimball Road can be used for truck traffic making local deliveries within the County. Councillor Carswell-Alexander requested attention by Lambton County for the section of Plank Road between Indian and Modeland due to its poor condition. Mayor Arnold suggested that since the road in question is within the jurisdiction of the City of Sarnia, overtures to the County should come from the city.

Moved by S. Miller

Seconded by P. Carswell-Alexander

**Motion #13:** That this meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 7:25 p.m.

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J. Agar,  
Chairperson

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J. DeMars  
Secretary