

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

St. Clair Civic Centre
Committee Room 1
October 18, 2010
6:00 p.m.

The meeting of the Committee of the Whole was held Monday October 18, 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
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk/Coordinator of Planning

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending September 30, 2010

3. STATEMENT OF FINANCIAL POSITION: for period ending September 2010

4. TREASURER’S REPORT:

A1 – LAS Natural Gas
A2 – Municipal Performance Program
A3 – Senior Tax Clerk write offs
A4 – Senior Tax Clerk write offs
A5 – 2010 Capital Budget update

5. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending September 30, 2010

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated October 14, 2010

7. CLERK’S REPORTS:

8. 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:

None declared.

GENERAL ACCOUNTS: Month September of 2010

The Committee reviewed the list of General Accounts

Moved by P. Carswell-Alexander

Seconded by J. Agar

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 407001 to YEL001 totaling \$6,120,468.10 be approved for the month September of 2010.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending September 30, 2010.

Moved by S. Arnold

Seconded by S. Miller

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 September 30, 2010 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #3: That it be recommended to Council that the Treasurer's report identified as A-1 recommending that the LAS Natural Gas Program Price be received.

CARRIED

Moved by P. Gilliland

Seconded by S. Arnold

Motion #4: That this Committee recommend to Council that he Treasurer's report identified as A-2, dated September 29, 2010 regarding the 2010 Municipal Performance Program be received.

CARRIED

Moved by S. Miller

Seconded by S. Arnold

Motion #5: That this Committee recommend to Council that the Treasurer's report identified as A-3, dated September 27, 2010 regarding write offs for the 2010 taxation year be received.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #6: That this Committee recommend to Council that the Treasurer's report identified as A-4, dated October 7, 2010 regarding the write offs for the 2010 taxation year be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by P. Gilliland

Seconded by S. Arnold

Motion #7: That it be recommended to Council that the Building Inspector's report for the month of September 2010 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee discussed in detail with Mr. Hackett his recommendation concerning the amortization charge to the golf course and campground facilities. Mr. Hackett's recommendation is that the amortization expense charge be put into a type of reserve fund to be used to renew the assets of the recreation facilities when needed and appropriate. Mr. Quenneville advised that the suggestions made by Mr. Hackett could be accommodated in the Township's accounting system.

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #8: That the meeting enter into an in camera session to discuss a personnel issue.

CARRIED

Meeting returned to order.

Moved by S. Arnold

Seconded by S. Miller

Motion #9: That the current employment contract of the Golf Course General Manager be extended for a 5 year term with remuneration established at step 4 of pay band 4 as per the Township's current pay grid with the position to be eligible for the appropriate cost of living increases and employee benefits.

CARRIED

Mr. Hackett explained to the Committee the process being initiated to discuss possible shoreline remediation at Cathcart Park and at that members of Council were certainly welcome to participate in this discussion and review. The Committee confirmed the Treasurer's suggested date of Thursday November 18th at 9am to review the initial draft of the 2011 capital budget. Mayor Arnold advised of communication received as to the possible establishment of a meeting as requested by earlier letter with representatives of Clean Harbors, The Ministry of the Environment, the Township and the Township's environmental solicitor, Mr. Peter Pickfield. The suggested meeting date was October 28th at 5pm. The Committee was also reminded of the meeting of the Lambton Historical Society on October 28th at 7:30pm in the Council Chambers.

Hearing no further business, it was;

Moved by S. Miller

Seconded by P. Gilliland

Motion #10: That the meeting do hereby adjourn.

CARRIED

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:

- Contract extension – WWTP
- Regional WWTP - Status

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated October 13, 2010

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

- Monthly Report dated October 13, 2010

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated October 13, 2010
- Bridge rehabilitation

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated October 12, 2010

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 6:50 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. Gilliland

Seconded by D. Randell

Motion #1: That this Committee recommend to Council that the report from the Director of Public Works dated October 13, 2010 recommending that the proposal submitted for Operations, Maintenance and Management Services for the Township of St. Clair (effective the 1st day of December 2010) between the Corporation of the Township of St. Clair and Operations Management International (OMI) Canada Inc., be accepted and the Mayor and Clerk are authorized to sign the contract and other related documents be accepted.

CARRIED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #2: That it be recommended to Council that the report from the Director of Public Works dated October 13, 2010 regarding the Regional WWTP status be received as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #3: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated October 13, 2010, be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by P. Brown

Seconded by D. Randell

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated October 13, 2010 be received and accepted.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated October 13, 2010 be received and accepted.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Brown

Motion #6: That it be recommended to Council that the report from the Coordinator of Engineering dated October 13, 2010 recommending that the Township procurement policy be waived and the proposal from Dillon Consulting Limited for the hydrology and hydraulic study of the Stanley Line Bridge over Bear Creek be accepted in the amount of \$22, 198 (plus HST) and the source of the funds be from the 2010 Bridge Rehabilitation and Maintenance budget be accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #7: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated October 13, 2010, be received and recommendations contained within be accepted.

CARRIED

NEW BUSINESS:

The Committee discussed in detail the issue of the sidewalk proposed to be constructed on the west side of Albert Street in relation to a petition received by the Municipality today. It was pointed out that the vast majority of those signing the petition were against the sidewalk being located on the west side of Albert Street. In reaction to the petition, Mr. Burnham has considered the issue and by way of report is recommending that the sidewalk proposed for the west side of Albert Street be cancelled. The Committee discussed in detail the relative merits of a sidewalk on the east and or west side in an effort to improve pedestrian safety. After considerable discussion, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #8: That it be recommended to Council that the sidewalk proposed to be constructed on the west side of Albert Street be cancelled.

CARRIED

Councillor Carswell-Alexander suggested in her opinion that efforts should be made in 2011 to improve the condition of the Waubuno Road north of the Plank Road.

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #9: That it be recommended to Council that Waubuno Road improvements north of the Plank Road be considered in the 2011 budget.

CARRIED

Mayor Arnold advised of receiving communication regarding Township support for the reinstatement of the late bus for LCCVI Secondary School in Petrolia to provide a late school bus to allow participation in after school activities.

Moved by S. Arnold

Seconded by D. Randell

Motion #10: That it be recommended to Council that the Township support the efforts to reinstate the late bus to facilitate after school activities at LCCVI Secondary School in Petrolia.

CARRIED

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #11: That the meeting do hereby adjourn.

CARRIED

Committee of the Whole
Meeting Minutes of October 18, 2010

The meeting adjourned at 7:25 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary